

Minutes
Coe Memorial Park Subcommittee
November 5, 2008

Mission Statement

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

Present

Director of Public Works Jerry Rollett
Parks & Recreation Director Brett Simmons
Parks & Recreation Chairperson Patricia Fairchild
Coe Memorial Park Subcommittee Members: Susan Coe Holbrook, Margaret Keywan,
Frank Pennington, Dr Isadore Temkin, Marc Trivella, and Mary Zbell

Absent

Coe Memorial Park Subcommittee Chairman Fran Ducotey
Coe Memorial Park Subcommittee Member Emeritus Robert Driscoll

Parks & Recreation Chairperson Patricia Fairchild opened the meeting at 5:15 pm.

A motion was made by Susan Coe Holbrook & seconded by Margaret Keywan to accept the minutes of the October 1, 2008 meeting. The motion passed unanimously.

Parks & Recreation Director Brett Simmons reported the following:

- October 20...Entire Tree Service of Winsted completes tree work
- October 24...Park rules & regulations posted on the rear of the ordinances sign.
- Sidewalk to Civic Center completed by Fragale Construction
- October 28... Renaissance Farm chosen to close gardens for the winter

Director Simmons handed out the Civic Center monthly calendar for the months of November & December.

It was noted by the Subcommittee that in the month of November, with the exception of the Veteran's programs (2) & the Election (2), the only paid program was the Red Cross Blood drive on November 30 from 6:45am to 2:30pm. The Red Cross qualifying as a 501c3 pays only for janitorial services.

Otherwise all other programs were Park & Recreation Department events.

Also in the month of December, the Prime Time anniversary party on December 19 was the only paid event for the entire month, as the remaining events were sponsored by the Park & Recreation Department.

Director Simmons also handed out a budget performance report & would appreciate feedback prior to the next meeting.

The Director related that there had been damage to the partitions in the men's room and there is great difficulty locating the same type, style & color; however the search shall continue. The damage occurred on an evening that "Break Dancing" was scheduled. No one was apprehended, but police were notified.

Susan Coe Holbrook questioned why non-participants were allowed to loiter around the Civic Center. Director Simmons replied that this was difficult to police as some arrive just to view the dancing and others provide rides to the participants.

Director Simmons reported that the snowflake & lights on the holiday tree were inspected. The tree will need lights to be straightened out & perhaps more added prior to the November 28, 2008 lighting ceremony.

Mary Zbell reported and provided the name and a phone number of a Connecticut Department of Environmental Protection Forester who would come and assess the trees in Coe Memorial Park at no charge. His name is Larry Rosseau of Harwinton - 860-485-0226.

A motion was made by Margaret Keywan & seconded by Marc Trivella to have Director Simmons make this call. The motion passed unanimously.

Ms Keywan stated that a verbal agreement was in place with Mike Zaharek to care for the trees in Coe Memorial Park. Due to the fact that the Coe Godfrey Fund is not City money, the verbal agreement should be honored. It is important to have continuity with these precious trees of the park.

Public Works Director Jerry Rollett disagreed and stated that this should go to the Commission and they would present the proposal to the City Council.

A motion was made by Susan Coe Holbrook & seconded by Mary Zbell to have Mike Zaharek Tree Service, the preferred company, be retained for all tree work in the park and waive all bid processes. The motion passed unanimously.

Mary Zbell suggested that perhaps a disease free elm could be obtained at no cost to be planted in the Park.

Mayoral Aide Steve Nocera inquired as to the progress of Phase II renovations in Coe Memorial Park.

Doctor Isadore Temkin replied that we were waiting for several items to come into place. The items are as follows:

- a. The condition of the trust
- b. Anticipated income
- c. Would the trust be violated if trust money were to be spent upon items that would only benefit Park & Recreation functions?
- d. Is the Building a violation of the wishes of the benefactors & trust?
- e. Mandatory equitable payment for usage
- f. Donors money not subject to a bidding process

The trust hearing will take place November 12, 2008 at 9:00 a.m. in the City Council chambers. Invitees only. Predetermined topics will only be discussed, as this is not a question & answer hearing.

A motion was made by Frank Pennington and seconded by Mary Zbell to adjourn the meeting at 6:00 p.m. The next meeting will be held at 5:15 p.m. on December 3, 2008 at the Armory.

Respectfully Submitted,

Margaret K Keywan

Recording Secretary