

Minutes  
Coe Memorial Park Subcommittee  
December 3, 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**

Parks & Recreation Director Brett Simmons  
Parks & Recreation Chairperson Patricia Fairchild  
Coe Memorial Park Subcommittee Chairman Fran Ducotey  
Coe Memorial Park Subcommittee Members Susan Coe Holbrook, Margaret Keywan & Dr Isadore Temkin  
Also present were: Mayor's Assistant Steve Nocera and Director of Public Works Jerry Rollett

**Absent**

Coe Memorial Park Subcommittee Members Frank Pennington, Marc Trivella, & Mary Zbell

**\*\* At this meeting there was no quorum**

In the brief absence of Fran Ducotey, Patricia Fairchild opened the meeting at 5:15 p.m.

Parks & Recreation Director Brett Simmons reported the following:

- Handed out the monthly calendar for the Civic Center rentals
- November 18 checked out leaves dumping on Cook street property, however upon checking party had left.
- Connecticut Department of Environmental Protection Forester Larry Rosseau had been contacted and
- Director Simmons was referred to Chris Donnelly. Mr Donnelly will contact Director Brett Simmons.
- Parking lot graded with processed gravel.
- The Coe Memorial Park Subcommittee was NOT consulted in regard to this matter said Susan Coe
- Holbrook. The material used was inappropriate she stated. .
- The Director thanked everyone assisting in "Light Up Main Street" for participation in a successful event.
- Coe Memorial Park gardens are closed out for 2008.

Dr. Isadore Temkin inquired if Director Simmons was happy with the completion of the Fall winterizing contract. The Director stated that he was. Dr Temkin inquired where all the contract specified spruce bows were that were supposed to cover the gardens? And also where is the compost as specified in the contract? No reply.

Margaret Keywan inquired where the dahlia bulbs, Nile grass, etc., was being wintered over. No definite answer was given, however Wamogo High School was mentioned.

Dr Temkin asked who was in charge of overseeing this project? Director Simmons replied that he indeed was.

Fran Ducotey then arrived and conducted the remainder of the meeting.

Margaret Keywan inquired where the position of the proposal made by the Coe Memorial Subcommittee at the last meeting in regard to Michael Zaharek being the designated tree company for Coe Memorial Park. Parks & Recreation Chairperson Patricia Fairchild stated that it was tabled at their last meeting & was being brought up again tonight.

Dr. Temkin inquired if the RFP's had been resolved? Mayoral assistant Steven Nocera answered that not enough information had been gathered, no plans, pictures or schemes were submitted as requested. Therefore, another request for qualifications would be put out in the near future.

Dr. Temkin related the Garden Goddess proposal is still be on the table because it was never rejected by the City Council. Director of Public Works Jerry Rollett took issue with this & a brief discussion ensued.

Susan Coe Holbrook on a similar issue noted that a communication practice and procedure issue had arisen with the search committee.

Fran Ducotey emphatically stated that this issue would only be discussed in executive session. Margaret Keywan asked if this meant there would be no notes, minutes or recordings would take place. After being told there would not be both Ms Coe Holbrook & Ms Keywan refused executive session.

The meeting was adjourned at 6:00 p.m.

The next meeting shall be held on January 7, 2009 5:15p.m. at the Armory.

Respectfully Submitted

*Margaret K Keywan*

Recording Secretary