

**Minutes
Coe Memorial Park Subcommittee
October 1, 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, Frank Pennington, Dr Isadore Temkin, and Mary Zbell**

Absent

**Coe Memorial Park Subcommittee Member Marc Trivella
Coe Memorial Park Subcommittee Emeritus Member Robert Driscoll**

Coe Memorial Park Subcommittee Chairman Fran Ducotey opened the meeting at 5:20P M

A motion was made by Susan Holbrook & seconded by Mary Zbell to accept the minutes of the September 3,2008 meeting. The motion passed unanimously.

Director Brett Simmons reported the following:

- a. **Rules & regulation signs due October 2,2008 to be placed in CMP**
- b. **Inspection of Holiday Tree... not completed**
- c. **Assessment of trees by government agency...not completed**
- d. **Special meeting minutes.... not handed out**
- e. **Benco contract....not found**
- f. **Grinding of maple tree stump ,leveling & seeding by Zaharek Landscaping LLC....complete**
- g. **Monthly budget performance report....handed out**
- h. **August 20,2008 request for rental monies deposited by Lynn Rategan in Coe Trust Fund...not completed**

Director Simmons reported that a request for bid had gone out for the sidewalk at the Civic Center. Susan Coe Holbrook noted that the original agreement stated by Director of Public Works Jerry Rollett was that all work was to be done "in house". No other vote was taken in this regard. This came a complete surprise to the Subcommittee. This sidewalk is to be replaced during Phase II & why is all this money being sent only to have it demolished?

Several alternative measures were suggested but fell on deaf ears of some commissioners. The Subcommittee is opposed to a large expenditure.

Director Simmons also related that Entire Tree Service of Colebrook had been given the project of cabling and trimming trees in the park.

The Subcommittee inquired how this was possible without a vote???? There was no proposal or vote upon this item. Also Mary Zbell noted that our most prized possessions are the trees of the park and that we had a verbal agreement with Mike Zaharek. This is as enforceable as a signed contract in a court. The Subcommittee objects strongly to this type recruitment and also the choices made on their behalf. Before any work is done the Subcommittee strongly recommended that this contract be revisited and awarded to Mike Zaharek. Fran Ducotey stated he would visit city hall on Thursday morning to investigate this matter.

Margaret Keywan stated that both the Commission & the Subcommittee had agreed and voted upon the rental rates & janitorial service charges for the Civic Center. Therefore, when the Commission votes to defer janitorial services for a client, the charges will be taken from the Park & Recreation budget & deposited into the Coe Trust Fund. This was duly noted by Chairman Fran Ducotey.

Ms Keywan also noted that with the price of oil escalating, the thermostat at the Civic Center should be turned down to 60 degrees or lower when not I use. All agreed.

Dr. Isadore Temkin inquired if an alternate plan was in place for winter closing of the gardens at CMP in the event that the Garden Goddess LLC contract was rejected or tabled at the next City Council meeting. It was finally determined that Park & Recreation Commission has nothing in place as an alternative measure.

A motion was made by Frank Pennington & seconded by Mary Zbell to adjourn the meeting. The motion passed unanimously.

The next meeting will be held at the Armory at 5:15 P M on November 5, 2008.

Respectfully Submitted

Margaret K Keywan

Recording Secretary