



***PARKS and RECREATION COMMISSION and
Coe Memorial Park Committee***

MEETING MINUTES

MEETING DATE: 2/7/2013		MEETING LOCATION: Armory
CALL TO ORDER:	By: Patti Fairchild	Time: 5:05 PM
ROLL CALL:	Members Present: Patricia Fairchild, Dan Lovallo, Jim Pescatore, Brett Simmons Margaret Keywan, Mary Zbell, Dr. Isadore Temkin, Susan Coe Holbrook, Marc Trivella, Marc McEachern	
PREVIOUS MINUTES APPROVAL:	Minutes of (Date): N/A	
	Corrections:	
	Motion to Approve by:	
	Second by:	
CORRESPONDENCE:	None	
CITIZEN'S COMMENTS:	Name, Address, Comments: None	
COMMITTEE:	<p>2013 – 2014 Budget:</p> <p>Brett: Last year we made many reductions in the budget where we could. The major part of the budget is contractual. Tree work should continue. Next year's budget (2014-2015) should be discussed to include repairs to the Carriage House. The Coe Committee changed their mind on a 5% reduction of the budget. A Motion by Margaret to keep budget as is, second by Mary Zbell, Motion Passed Unanimously.</p> <p>A Motion by Dan Lovallo, second by Jim Pescatore, Motion Passed Unanimously.</p> <p>Phase II:</p> <p>Brett updates: Bids went our 24 – 25 bid packets were picked up. There was a good turnout for the walk through. Bids are due in February 13th. An addendum was sent out today. When the bids come in they will be reviewed, we will then have a special meeting and then present bid to City Council. Brett reviewed expenses to date for Phase II.</p> <p>Brett provided a copy of a contract from Fuss & O'Neill to employ them as Construction Administrator for the Phase II project. Doc Temkin expressed his concern about the cost, thinking it should be less. He pointed out that there are up to 9 site visits included and a time frame of 90 days for the project to be completed. Doc was concerned if it would cost more if we needed more than 9 site visits and if the project lasted more than 90 days.</p> <p>A motion to hire Fuss & O'Neill as construction administrator with Doc Temkin's concerns brought to Chris Fererro's attention. Motion by Mark McEachern and second by Marc Trivella, Motion Passed Unanimously. The same motion was made by Jim</p>	

	Pescatore and second by Dan Lovallo, Motion Passed Unanimously.
ADJOURNMENT:	Motion By: Mary Zbell Second By: Margaret Keywan Time: 5:55 PM
MINUTES SUBMITTED BY:	Jim Pescatore