

Minutes

July 20, 2011

Coe Memorial Park Committee

***No recording equipment set up or available**

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

Coe Memorial Park Committee Members: Frank Pennington, Dr Isadore Temkin, Mark McEachern, Marc Trivella, Susan Coe Holbrook, Mary Zbell and Margaret Keywan

Also Present Park and Recreation Commissioners: Fran Ducotey and Gerry Carbone

A **Motion** was made by Mary Zbell to accept the minutes of the June 15, 2011 meeting. It was seconded by Margaret Keywan and passed unanimously.

The Coe Memorial Park Committee Members reviewed the Park & Recreation Commission responses to the previous month's motions.

Park Operations

A report from Superintendent Brett Simmons stated the following:

1. Mike Zaharek removed the damaged Norway maple in the ivy glen. The copper beech was treated. Several tree rings were air spaded and pruning done.
2. A **Motion** was made by Mark McEachern to receive an update on the condition of the beech tree from Mike Zaharek This was seconded by Marc Trivella and passed unanimously. Additional tree work will be coordinated with Mile Zaharek in the near future
3. Still River Gardens July report was sent out last week prior to the walk- thru on July 13th.
4. Civic Center: General Maintenance
5. Grounds: General Maintenance; Flag pole restoration completed by Valley Restoration.
6. A meeting was held July14th with the Committee, the Commission and Chris Ferrero of Fuss & O'Neil in order to plan to the next phase of the park renovations. A plan for this and master plans for the trees and gardens will be submitted in the near future. This shall include the renovation of the Carriage House with the former cupola upon it. Mark McEachern is researching a photo at the Historical Society.

Susan Coe Holbrook related to the Coe Memorial Park Committee that Coe Memorial Park was once again under budget. According to the most recent financial updates the Park expenses are at 77% of the budget. However, the Committee does not know the placement of the unspent funds as it is not reflected in the TRUST accounting. In addition, reports submitted do not show unexpended funds being added back to the balances of the accounts.

A **Motion** was made by Susan Coe Holbrook to receive an update on the unspent monies; how and where they are kept or transferred to and that the Committee be provided with an accurate accounting of **all** various Coe Memorial Park funds. The motion was seconded by Mary Zbell and passed unanimously.

A **Motion** was made by Margaret Keywan that no transplanting take place in Coe Memorial Park until we hear back from the Architect. This Motion was seconded by Marc Trivella and passed unanimously.

Margaret Keywan stated that there was a photo in the Register Citizen for Freedom Hills church group using the park on July 16, 2011. In the photo were several grills being used which is against the rules and regulations.

A **Motion** was made by Margaret Keywan to have Park & Recreation Commission send a follow up letter to the group with the list of rules and regulations explaining that future rentals of Coe Memorial Park may be in jeopardy. This was seconded by Mark McEachern and passed unanimously.

It was noted by Susan Coe Holbrook that this week during the federally funded for-profit Education Connection Summer Food program, a bus from New Britain pulled up and allowed children to go to the program. This was the second time she had seen the same bus. Margaret Keywan also related that children from Connecticut Junior Republic (on South Main lead by Fran Louchen) were also being fed at the park. In addition, there is a large freezer (cooler) within the Civic Center conference room that is using electricity (paid for by the Trust Fund) **24hours a day, 7days a week for 9 weeks. This equates to 1,512 hours of Coe Godfrey Trust paid electricity. Who will pay for this?**

Commissioner Fran Ducotey volunteered to go to Education Connection and talk over this matter. He will report back.

Dr Isadore Temkin made a motion that the following should be read prior to every event held at the Civic Center or at Coe Memorial Park;

“Coe Memorial Park was given as a gift to the citizens of Torrington by Adelaide Coe Godfrey in memory of her parents. She also established a Trust Fund to maintain the Park, so the Park is completely taken care of without spending any taxpayer money. Please respect the Park. Thank you”

Additions may be added i.e., “ No picture taking during performances, no smoking near the stage etc, etc.”
The **Motion** was seconded by Susan Coe Holbrook and passed unanimously.

The Coe Memorial Park by-laws sent by Corporation Council Ernestine Y. Weaver were discussed. Frank Pennington opposed term limits. However, it was explained to him that this was a standard procedure, and did not mean that everyone would be replaced rather than re-appointed. Changes will be made to the By-Laws and returned to Ms. Weaver as soon as possible.

A **Motion** was made by Susan Coe Holbrook and seconded by Mary Zbell to adjourn the meeting at 6:30 p m.

The next meeting will be held on August 17, 2011 5:00 p.m. at City Hall auditorium.

Respectfully Submitted

MargaretKeywan