

City Of Torrington

Torrington Parks and Recreation
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Coe Memorial Park Committee Meeting Motion Form

Meeting Date:	12/21/2011	Chairperson:	Frank Pennington
Meeting Location:	City Hall Auditorium	Recorder:	Mary Zbell / Margaret Keywan
Meeting – Start Time:	5:05 PM	Meeting – End Time:	6:15 p.m.
<i>*Please attach Meeting Agenda for reference.</i>			

Meeting Attendance:	
Frank Pennington	Margaret Keywan
Susan Coe Holbrook	Mary Zbell
Mark McEachern	Dr. Isadore Temkin
Marc Trivella (arrived 5:10 PM)	

Motion:	2nd By:	# In Favor	# Opposed	# Abstain	Action - Commission Response
Motion By – Susan Coe Holbrook to Approve the Minutes of the November meeting	Mary Zbell	6	0	1	So Noted.
Motion By – Susan Coe Holbrook to restate Previous Motion to PERMANENTLY add the 11 Mity-Lite tables to our Agenda under Old Business until the matter is resolved	Mary Zbell	7	0	0	No change from previous response.
Motion By – Mary Zbell to have Frank Pennington meet with Mayor Bingham to address the Committee’s concerns regarding the procedure of the gardener’s evaluation and that it should be held without the contracted gardeners present.	Margaret Keywan	7	0	0	So Noted.
Motion By – Marc Trivella that in the Committee’s efforts to re-establish native trees in Coe Memorial Park, that all consideration be given to the American Chestnut tree as an option and include said species in the Tree Plan being developed	Mary Zbell	7	0	0	Tree plans to be discussed further with Mike Zaharek at a future meeting.
Motion By – Frank Pennington that an outside source be hired to decorate the holiday tree and buildings in Coe Memorial Park for next year to alleviate the burden on Park and Rec. employees.	Mark McEachern	7	0	0	As discussed informally after the By-laws meeting, we will explore other possibilities for decorating trees within the park (with Parks Employees.) This

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					subject should be discussed further at a future meeting with the Parks and Recreation Commission.
Motion By – Susan Coe Holbrook for Margaret Keywan (our Secretary) send a memo to all concerned regarding the 2012-2013 budget	Mary Zbell	7	0	0	All communications should be presented by the Chairman. The 2012/13 Draft Budget will be presented in the February 2012 meeting packet for review and recommendation to the Parks and Recreation Commission.
Motion By – Susan Coe Holbrook to receive clarification of the event “Utility Staff” on December 5, 6, & 7, 2011, Civic Center rental occupying the hall for several hours per day. The following information is requested: Who are “utility staff”; What fees were charged for rental; Was there an application filed, and if fees received, what fees were paid and to whom?	Mark McEachern	7	0	0	*Event Dates – Nov 5-7. *Utility Staff – CL&P/Contracted Line Workers for storm restoration. *Paid \$50 per hour - \$1,000. *Deposited with Coe Revenue. *Application completed.
Motion By – Dr. Temkin that the By-laws be reviewed and thrown out as they are inappropriate as to the scope and authority and that there should be a degree of separation between the City and the Trust as the Donor wished.	Marc Trivella	7	0	0	The By-laws were approved by the Coe Memorial Park Committee, Torrington Parks and Recreation Commission, and City Council.
Motion By – Dr. Temkin that the Committee supply our own Meeting Agenda.	Susan Coe Holbrook	7	0	0	The Agenda will continue to be created by the Torrington Parks and Recreation Department. All recommended updates to the agenda should be forwarded to the Superintendent one week prior to the scheduled meeting.
Motion By – Dr. Temkin that Since we’re received no written option to renew by December 1, 2011 as per the contract, we recommend to/with the Commission not to renew the current gardener’s contract; a completely new contract be developed and that the contract go out for bid for the 12/13 fiscal year. (Margaret Keywan to send email to advise of this motion)	Marc Trivella	7	0	0	No such language is present in the current contract.
Motion By – Marc Trivella that all State Agencies (Including DDS, DMR) pay for rental of the Coe Memorial Park Civic Center, (Sunday Dances). All State agencies have a budget for such items for the benefit of the clients and no one agency should be given preferential treatment. It is a State ruling that	Susan Coe Holbrook	7	0	0	This subject will be looked into further.

.....*Explore the possibilities*

Agencies have to pay for client services.					
<u>Motion By</u> – Mark McEachern to Adjourn at 6:15 p.m.	Susan Coe Holbrook	7	0	0	So Noted.

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