

City Of Torrington

Torrington Parks and Recreation
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Coe Memorial Park Committee Meeting Motion Form

Meeting Date:	November 21, 2012	Chairperson:	Susan Coe Holbrook
Meeting Location:	CMP Civic Center	Recorder/Secretary:	Margaret Keywan
Meeting – Start Time:	5::06 PM	Meeting – End Time:	6:20 PM
<i>*Please attach Meeting Agenda for reference.</i>			

Meeting Attendance:	
Susan Coe Holbrook	Margaret Keywan
Dr. Isadore Temkin	Lorene Chiron
Marc Trivella	Mary Zbell
Absent: Mark McEachern	
Also Attending: Nancy Holbrook, Frank Pennington	

Motion:	2nd By:	# In Favor	# Opposed	# Abstain	Action - Commission Response
Motion By – Mary Zbell to accept Minutes of 10/24/2012 meeting	Dr. Isadore Temkin	6	0	0	So Noted.
Motion By – Mark Trivella to clarify his Motion last month on grounds damages: that any damages incurred by any contracted agents must be returned to the original condition	Dr. Temkin	6	0	0	If and when damages are incurred by a contractor, such damages will be addressed by Superintendent.
Motion By - Margaret Keywan to refund the Drakeville Fire Department the rental fee as soon as possible. This was seconded by Lori Chiron and passed unanimously. (Drakeville Fire Chief Michael Maccalous has been contacted in this regard)					This is a violation of protocol. All contact with individuals/groups that rent the Civic Center shall be made by the Superintendent. The rental fees assessed were justified in relation to the proposed use.

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<p><u>RESTATED Motion By</u> – Margaret Keywan for the reimbursement of the <u>11 Mity-Lite Tables</u> be included in the Park & Recreation <u>2013-2014</u> budget as it was not included in the 2012- 2013 budget even though this item has been brought up on several occasions. THIS MOTION WILL BE A PERMANENT MOTION ON THE COMMITTEE’S AGENDA AND MOTION FORM UNTIL REIMBURSEMENT IS OBTAINED.</p>					<p>As previously stated, funds to purchase additional tables were not included in the FY 12/13 budget.</p>
<p><u>Motion By</u> – Margaret Keywan to accept the 2013 Meeting Schedule as submitted to the City Clerk</p>	<p>Marc Trivella</p>	<p>6</p>	<p>0</p>	<p>0</p>	<p>So Noted.</p>
<p><u>Motion By</u> – Marc Trivella to Reject the proposal to replace carpeting in the office area as submitted in the meeting package (Carl’s Carpets)</p>	<p>Mary Zbell</p>	<p>6</p>	<p>0</p>	<p>0</p>	<p>So Noted.</p>
<p><u>Motion By</u> – Marc Trivella to have Superintendent Simmons gather estimates for replacement tile or the like (linoleum) for the office and the store room for future consideration.</p>	<p>Lori Chiron</p>	<p>6</p>	<p>0</p>	<p>0</p>	<p>Superintendent will research further.</p>
<p><u>Motion By</u> – Marc Trivella to have Superintendent Simmons research the purchase of a new vacuum with a power nozzle to clean the mats and rugs in the Civic Center</p>	<p>Mary Zbell</p>	<p>6</p>	<p>0</p>	<p>0</p>	<p>Superintendent will research further.</p>
<p><u>Motion By</u> – Marc Trivella to have Superintendent Simmons research a floor washer/polisher for the Civic Center.</p>	<p>Mary Zbell</p>	<p>6</p>	<p>0</p>	<p>0</p>	<p>Superintendent will research further.</p>

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