

# City Of Torrington

Torrington Parks and Recreation  
153 South Main Street  
Torrington, CT 06790



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## Coe Memorial Park Committee Meeting Motion Form

|   |                  |                            |                    |
|---|------------------|----------------------------|--------------------|
| <b>Meeting Date:</b>                                | May 15, 2013     | <b>Chairperson:</b>        | Susan Coe Holbrook |
| <b>Meeting Location:</b>                            | Coe Civic Center | <b>Recorder:</b>           | Margaret Keywan    |
| <b>Meeting – Start Time:</b>                        | 5:05 p.m.        | <b>Meeting – End Time:</b> |                    |
| <i>*Please attach Meeting Agenda for reference.</i> |                  |                            |                    |

|   |  |
|---|--|
| <b>Meeting Attendance:</b>              |  |
| Susan Coe Holbrook                      | Lori Chiron                                      |
| Mary Zbell                              | Marc Trivella                                    |
| Margaret Keywan                         |  |
|   |  |
|   | <b>Absent: Dr. Isadore Temkin Mark McEachern</b> |
| <b>Also Attending: Frank Pennington</b> |  |
|   |  |

| <b>Motion:</b>  | <b>2nd By:</b>  | <b>#<br/>In Favor</b> | <b>#<br/>Opposed</b> | <b>#<br/>Abstain</b> | <b>Action - Commission<br/>Response</b> |
|---|-----------------|-----------------------|----------------------|----------------------|---|
| <b>1. Motion By</b> – Lori Chiron to approve the minutes of the April 17, 2013 CMPC meeting Minutes   | Marc Trivella   | 5                     | 0                    | 0                    |   |
| <b>2. Motion By:</b> Mary Zbell that the Holiday Lights (Fleur de lis) be taken down prior to January 31 of any given year  | Margaret Keywan | 5                     | 0                    | 0                    |   |
| <b>3. Motion By</b> – Margaret Keywan to have a complete color as-built of Coe Memorial Park gardens including distinguishing annual and perennial beds for all seasons provided by Still River Gardens by November 2013. | Mary Zbell      | 5                     | 0                    | 0                    |   |
| <b>4. Motion By</b> – Margaret Keywan that any substantial changes to Phase II be presented to the Coe Memorial Park Committee prior to their implementation. (electrical/wiring) (tree removal/replacement)              | Mary Zbell      | 5                     | 0                    | 0                    |   |
| <b>5. Motion By</b> – Lori Chiron <b>NOT</b> to build a sidewalk on South Main Street and that the original architectural design of Phase II be adhered to by bringing people into the park.                              | Marc Trivella   | 5                     | 0                    | 0                    |   |

*.....Explore the possibilities*

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| <b>6. Motion By</b> – Lori Chiron due to increased work load and to decrease the burden, to discuss with Park & Recreation outsourcing the maintenance of Coe Memorial Park.  | Marc Trivella   | 5 | 0 | 0 |  |
| <b>7. Motion By</b> – Lori Chiron to obtain an estimate for the cost to repair the present floor polisher/scrubber  | Marc Trivella   | 5 | 0 | 0 |  |
| <b>8. Permanent Motion By:</b> by Margaret Keywan, that the amount of \$11,680.87 is to be reimbursed. Unless otherwise agreed upon or reformulated, this matter shall be resolved by the Probate Court. Until such time this Motion shall be repeated monthly.<br><br><b>Discussion included possibly requesting a meeting with Corporation Council and Trustee to discuss this matter and the table matter.</b> | Lori Chiron     | 5 | 0 | 0 |  |
| <b>9. A Permanent Motion</b> by Margaret Keywan for the reimbursement for <b>11</b> Mity-Lite tables entrusted to the Parks & Recreation Department be returned to the Trust or the financial equivalent of same be reimbursed to the Trust. This shall be a permanent motion until such time as the Park & Recreation commission resolves this issue or the Probate Court renders a decision                     | Mary Zbell      | 5 | 0 | 0 |  |
| <b>10. Motion By:</b> <i>Margaret Keywan to adhere to the present “Tree” plan and policy not to accept any donations of trees in Coe Memorial Park and direct people to other available sources. Request is hereby made to ask for said “tree plan” from Mike Zaharek.</i>  | Lori Chiron     | 5 | 0 | 0 |  |
| <b>11. Motion By</b> – Marc Trivella for the park tree plan for 2013/2014 by Mike Zaharek be forthcoming.   | Margaret Keywan | 5 | 0 | 0 |  |
| <b>12. Motion By</b> – Marc Trivella to find the exact location of the Miss Kim Lilacs that were removed from the park and place them in the new garden areas)  | Lori Chiron     | 5 | 0 | 0 |  |

.....*Explore the possibilities*

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|  |               |   |   |   |  |
| <b>13. Motion By</b> – Marc Trivella that the current SRG contract should not be included in the RFP as it is not pertinent to the bidding process. If necessary, include only the scope of work, but remove any mention of funds. | Lori Chiron   | 5 | 0 | 0 |  |
| <b>13. Motion By</b> – Lori Chiron to request additional information regarding the purchase and installation of a water heater (\$1332.91). Is this heater for bathrooms or janitor closet; who installed; where purchased; etc.   | Marc Trivella | 5 | 0 | 0 |  |
| <b>14. Motion By</b> – Marc Trivella to adjourn the meeting at 6:27 p.m.   | Lori Chiron   | 5 | 0 | 0 |  |
|  |               |   |   |   |  |