

**Minutes
Coe Memorial Park Subcommittee
August 5, 2009**

Mission Statement

To create within the downtown area of Torrington a first class horticultural oasis in accordance with & strict adherence to the Intent of the Coe Godfrey Benefactors and the Coe Family Trust

Present

**Parks & Recreation Superintendent J. Brett Simmons
Parks & Recreation Chairperson Patricia Fairchild
Parks & Recreation Commissioner Jim Pescatore
Coe Memorial Park Subcommittee Members: Susan Coe Holbrook, Margaret Keywan,
Frank Pennington, Dr Isadore Temkin, Marc Trivella and Mary Zbell**

Absent

Coe Memorial Park Subcommittee Emeritus Robert Driscoll

Patricia Fairchild opened the meeting at 5:20 p.m.

A motion was made by Susan Coe Holbrook and seconded by Marc Trivella to accept the minutes of the July 1, 2009 meeting. The motion passed unanimously.

Park and Recreation Superintendent J Brett Simmons related the following:

- **No Smoking signs have been posted in the carriage house. More signs will be ordered. An aerial map is to be drawn up in order to improve the website. Current pictures are to be inserted and make the site interactive.**
- **Mary Zbell suggested that the website include before and after photos.**
- **Mike Zaharek will be able to participate on September 2, 2009 at a 3:45 p.m. meeting in Coe Memorial Park to discuss the condition of the present trees and their care, future plantings and choice of trees.**
- **On August 13, 2009 the Superintendent will meet with Mike to formulate an agenda for the September meeting. Further stump grinding and treatment of the copper beech tree will be formulated.**
- **Artistic Irrigation finished their maintenance check today and reported that all minor repairs were completed and that the system was up to date.**
- **The wet spot in the northern dance floor area is a low spot and at some time should be filled in. Superintendent Simmons stated that although this looks like a simple task, it is very involved and requires more attention than is observed. He will report back at the next meeting.**

- The Carriage House needs painting again and samples of paint have been sent to the health department for lead analysis.

Susan Coe Holbrook noted that this was done the last time the Carriage House was painted, and inquired as to why this needs to be done again. Park & Recreation Commissioner Jim Pescatore, who is a lead certified inspector, stated that this procedure must be done at every interval of repainting.

Superintendent Simmons requested that a dehumidifier be purchased for the basement of the Civic Center in order to clear a wet spot.

Susan Coe Holbrook stated and Margaret Keywan affirmed that there was one unconnected already in the basement. The cost for 4800 square feet is about \$1500 to \$2500. This will be researched and reported back at the next meeting by Superintendent Simmons.

Dr Isadore Temkin inquired as to where the water that caused the puddle was coming from. Did it come from the stairs and the door? Was the door inspected and the exterior ground around the door checked? Are there any drainage problems in the immediate area? The Superintendent's report at the next meeting will contain this information.

Susan Coe Holbrook noted once again that there have been NO monetary rental fees according to the financial reports for the entire year. Where is the rental money?

Mary Zbell inquired as to who was responsible for the deposits and rental fees.

The Superintendent stated that there was at present \$2900 being billed. Margaret Keywan inquired why the billing was not up front as other area auditoriums in the area use this procedure. The Superintendent replied that it is because the total hours usage is not known. Ms. Keywan related that perhaps a different system ought to be put into place.

Mary Zbell and Margaret Keywan stated that they had visited Sylvan Nurseries in Mattapoisett, Massachusetts researching disease-resistant elm trees. Although very satisfied with their findings, another nursery in Keene, New Hampshire is to be visited before a final report.

Complaints have been received by members of the Coe Memorial Park Subcommittee regarding the bike and skate boarding in the park. A discussion followed in regard to periodical policing of the park. Superintendent Simmons will contact Police Chief Maniago to discuss the options & report back.

A motion was made by Marc Trivella and seconded by Frank Pennington to adjourn. The motion passed unanimously.

The next meeting will be September 2, 2009 starting at 3:45 p.m. at the park with Mike Zaharek.

Respectfully Submitted,

Margaret K Keywan

Recording Secretary