

City Of Torrington

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



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Coe Memorial Park Advisory Committee Meeting Motion Form

Meeting Date:	December 8, 2010	Chairperson:	Frank Pennington (absent)
Meeting Location:	City Hall	Recorder:	Margaret Keywan
Meeting – Start Time:	5:00 PM	Meeting – End Time:	5:52 PM

**Please attach Meeting Agenda for reference.*

Meeting Attendance:	
Mary Zbell	Margaret Keywan
Susan Coe Holbrook	Dr. Isadore Temkin
Marc Trivella	

Motion:	2nd By:	# In Favor	# Opposed	# Abstain	Action - Commission Response
Motion By –Margaret Keywan To approve the minutes of November 29, 2010 Special Meeting.	Dr. Isadore Temkin	5	0	0	So Noted.
Motion By – Dr. Isadore Temkin To receive explanation from Park and Rec. on what revenue is receive/collected by Park and Rec. for rental and determine where those funds are.	Marc Trivella	5	0	0	Financial reports are provided to the committee members when received by the Parks and Recreation Superintendent from the Finance Dept.
Motion By – Margaret Keywan That the committee review, approve, and send to City Council the final draft of the gardening contract before its execution and receive a copy at least one week prior to its execution.	Marc Trivella	5	0	0	Still River Gardens and City Staff will negotiate contract revisions. The Superintendent of Parks and Recreation will provide the Coe Memorial Park Committee and Parks and Recreation Commission with a copy of the 2011 Still River Gardens contract for comments, prior to forwarding on to City Council for final approval on the contract.
Motion By – Margaret Keywan To have our schedule of meetings the first Wednesday of each month at 5:00 PM at City Hall Auditorium.	Marc Trivella	5	0	0	So Noted.
Motion By – Margaret Keywan	Susan Coe	5	0	0	Status of funds available

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To have Brett Simmons set up a meeting with the Committee and Ferrero Hixon as soon as possible.	Holbrook				needs to be determined. Meetings to be scheduled with Mayor Bingham, Probate, and Torrington Savings Bank.
Motion By – Dr. Isadore Temkin To adjourn the meeting at 5:52 PM.	Marc Trivella	5	0	0	So Noted.

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