

# City Of Torrington

Torrington Parks and Recreation  
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## Coe Memorial Park Advisory Committee Meeting Motion Form

<b>Meeting Date:</b>	October 27, 2010	<b>Chairperson:</b>	NA
<b>Meeting Location:</b>	City Hall	<b>Recorder:</b>	Margaret Keywan
<b>Meeting – Start Time:</b>	5:00 PM	<b>Meeting – End Time:</b>	5:45 PM
<i>*Please attach Meeting Agenda for reference.</i>			

<b>Meeting Attendance:</b>	
Margaret Keywan	Susan Coe-Holbrook
Dr. Isadore Temkin	Mary Zbell

<b>Motion:</b>	<b>2nd By:</b>	<b># In Favor</b>	<b># Opposed</b>	<b># Abstain</b>	<b>Action - Commission Response</b>
<b><u>Motion By</u></b> - Susan Coe-Holbrook: Nominate Frank Pennington as Chairman of the Coe Memorial Park Advisory Committee.	Dr. Isadore Temkin	4	0	0	So Noted.
<b><u>Motion By</u></b> - Dr. Isadore Temkin: Nominate Mary Zbell as Vice Chairman of the Coe Memorial Park Advisory Committee.	Susan Coe-Holbrook	4	0	0	So Noted.
<b><u>Motion By</u></b> - Susan Coe-Holbrook: Nominate Margaret Keywan as Secretary of the Coe Memorial Park Advisory Committee.	Mary Zbell	4	0	0	So Noted.
<b><u>Motion By</u></b> - Sue Coe-Holbrook: Nominate Margaret Keywan as Secretary of the Coe Memorial Park Advisory Committee.	Mary Zbell	4	0	0	So Noted.
<b><u>Motion By</u></b> - Margaret Keywan: Approve the minutes of the September 1, 2010 meeting.	Susan Coe-Holbrook	4	0	0	So Noted.
<b><u>Motion By</u></b> - Margaret Keywan: Approve the minutes of the October 6, 2010 meeting.	Susan Coe-Holbrook	4	0	0	So Noted.
<b><u>Motion By</u></b> - Susan Coe-Holbrook: Provide the committee with the estimates received and a professional opinion as to the condition of the Carriage House roof to determine the best course of action.	Margaret Keywan	4	0	0	Superintendent Simmons will forward information from Tremco when the assessment is completed.
<b><u>Motion By</u></b> - Margaret Keywan: Agree to Mike Zaharek's offer of planting a new holiday tree.	Susan Coe-Holbrook	4	0	0	Superintendent Simmons has been in contact with Mike Zaharek.
<b><u>Motion By</u></b> - Susan Coe-Holbrook: Provide the quote for the remaining spruce tree work and determine if the Trust has not already paid for the removal of the spruce trees.	Dr. Isadore Temkin	4	0	0	Trust paid for transplanting one spruce tree thus far at a cost of \$700, as previously requested by the

.....*Explore the possibilities*

					Committee. The original proposal in the amount of \$6300 to transplant all nine spruce trees was not approved.
<b>Motion By</b> - Dr. Isadore Temkin: Appoint Margaret Keywan and Susan Coe-Holbrook as a "Mission Statement and By-Law Committee" to research and present ideas to the Committee.	Mary Zbell	4	0	0	So Noted.
<b>Motion By</b> - Susan Coe-Holbrook: That the committee holds their next meeting at City Hall on November 10, 2010 for discussion of research materials and by-laws. <i>[No meeting will be held November 3, 2010.]</i>	Margaret Keywan	4	0	0	So Noted.
<b>Motion By</b> - Dr. Isadore Temkin: That the fall garden plans be sent back to Still River Gardens for a more detailed report as per Kim Barbieri's suggestions regarding color and designs.	Margaret Keywan	4	0	0	The fall garden plans that have been submitted are in accordance with the contract.
<b>Motion By</b> - Susan Coe-Holbrook: To adjourn their meeting at 5:45 p.m.	Margaret Keywan	4	0	0	So Noted.

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