



PARKS and RECREATION COMMISSION
MEETING MINUTES

MEETING DATE: 8/7/2013		MEETING LOCATION: Armory	
CALL TO ORDER:	By: Patricia Fairchild	Time: 5:00	
ROLL CALL:	Members Present: Patricia Fairchild, Dan Lovallo, Gerry Carbone, Fran Ducotey, Jim Pescatore, Brett Simmons, Donna Winn.		
PREVIOUS MINUTES APPROVAL:	Minutes of (Date): 7/2/2013		
	Corrections: None		
	Motion to Approve by: Jim Pescatore		
	Second by: Gerry Carbone		
CORRESPONDENCE:	<ul style="list-style-type: none"> • We received a thank you letter from Dorothy Sekulski of DCF for the pool passes. • Ed Gadomski of the Torrington Titans submitted a letter thanking the Park & Rec crew for their work Sunday Aug. 4, 2013 on the field. • Danny O'Meara from St. Joseph's church sent a thank you to Brett for the gym mats and rack. • We received a thank you letter from Susan B Anthony for the 5 pool passes. 		
CITIZEN'S COMMENTS:	Name, Address, Comments: None		
COMMITTEE UPDATES:	<p>Request for use of Coe Memorial Park:</p> <ul style="list-style-type: none"> • Robin Cullen from MADD for VIP program, various dates. \$600.00 fee will be charged. A motion to approve by Gerry Carbone and second by Fran Ducotey. Approved unanimously. • Margaret Tucker from Loins Club for a Holiday fair in conjunction with Torrington Park & Rec on November 8, 2013 from 6PM to 8PM and November 9, 2013 from 7AM to 5PM. A motion to approve by Dan Lovallo, second by Fran Ducotey. Approved unanimously, with no fee. • Kathleen Golymbieski of Department of Developmental Disabilities in conjunction with Torrington Park & Rec for dances on various dates to be determined. A motion to approve by Fran Ducotey and second by Jim Pescatore. Approved unanimously, with no fee. • Colleen Sullivan of Susan B. Anthony for a Vigil on October 3, 2013 from 6PM to 8PM with fees. A motion to approve by Dan Lovallo and second by Gerry Lovallo. Approved unanimously. • Kristine Rovero from Drakeville Fire Dept. for a scrapbooking event on a Saturday in November to be determined from 8AM to 10PM with no fee. A motion to approve by Jim Pescatore and second by Fran Ducotey. Approved unanimously. • Peggy Hotchkiss from UNICO and the Mayor's office for Columbus Day on October 12, 2013 from 9AM to 11:30AM with no fee. A motion to approve by Dan Lovallo and second by Gerry Carbone. Approved unanimously. • Tim Tharau from the Torrington Fire Department for Fire code classes on October 22, 2013 and November 7, 2013 from 5PM to 10PM with no fee. A motion to approve by Dan Lovallo and second by Jim Pescatore. Approved unanimously. 		
- Facility Use (Facility Requests)			

	<ul style="list-style-type: none"> Arts and Culture Commission for a Palate to Palette Festival on October 5, 2013 from 10AM to 9PM with only a dumpster fee. A motion to approve by Fran Ducotey and second by Jim Pescatore. Approved unanimously. <p>Request for Alvord Park and Bishop Donnelly:</p> <ul style="list-style-type: none"> Torrington Youth Soccer for fall season from September 1, 2013 thru November 30, 2013. A motion to approve by Jim Pescatore and second by Gerry Carbone. Approved unanimously. <p>Request for the Armory:</p> <ul style="list-style-type: none"> JoAnn Ryan & Sheri Dadomo of the NW Chamber of Commerce for a Home Show on April 5, 2014 thru April 7, 2014. A motion to approve by Fran Ducotey and second by Gerry Carbone with a \$500 fee. Jim Pescatore and Dan Lovallo abstained. Patricia Fairchild broke the tie with a yea, so motion approved.
- Programs - (Updates)	Donna: The last week of playgrounds is coming up. Next year Donna would like more orientation for the staff on how to handle the children especially on rainy days. Concerts are going well, only issue is that there were more band requests than dates available. Idol finals are August 10, 2013. We need to set up dates for Christmas Village and the Toy Shower. Halloween Trunk or Treat this fall is a possibility.
- Sports (Updates)	Nothing
- Capital / Budget - Facilities operations	Brett: Coe Memorial Park Phase II: A change order is needed to correct the electrical load issue. The estimated cost is \$3,000.00. Brett handed out the cost spreadsheets for Coe Memorial Park Phase II and reviewed them. Extras were kept to a minimum. The quote for sealing the pavers came in at \$10,522.91. There was a discussion if we should do it or not. The bleacher project should be closed out next week. There were a few change orders, and Brett handed out a spreadsheet showing all the costs. Brett explained that Jerry Rollett found available funding to pave Alvord Park Road up to the BMX lot so our budget will not be affected.
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- Coe Memorial Park (Updates)	
- Coe Memorial Park (Meeting Motions)	Brett went over Coe Memorial Park Phase II costs with the Committee. Motions by the Coe Memorial Park Committee were not reported in proper form. Changes were made to the Coe Memorial Park Horticultural and Related Services Request for Proposal and it was re-sent for new proposals. Vendors that did not send in proposals were called and asked why.
OLD BUSINESS:	None
NEW BUSINESS:	Dates for Christmas Village were chosen. Sunday, December 8, 2013 will be the parade and opening day. Friday December 6, 2013 from 4:00PM – 7:00PM will be the Toy shower. Dan recommended following up with businesses ahead of time by sending reminder letters about the upcoming Toy Shower and having the Commissioners contact businesses for Christmas Village Donations.
OTHER BUSINESS:	None
ADJOURNMENT:	Motion By: Jim Pescatore Second By: Fran Ducotey Time: 6:46PM
MINUTES SUBMITTED BY:	Jim Pescatore