



**PARKS and RECREATION COMMISSION**  
**MEETING MINUTES**

<b>MEETING DATE: September 7, 2016</b>		<b>MEETING LOCATION: Coe Park Civic Center</b>	
<b>CALL TO ORDER:</b>	By: Patricia Fairchild		Time: 5:00 p.m.
<b>ROLL CALL:</b>	Members Present: Patricia Fairchild, Fran Ducotey, Gerry Carbone, Jim Pescatore and Superintendent Brett Simmons. Dan Lovallo was absent.		
<b>PREVIOUS MINUTES APPROVAL:</b>	Minutes of August 10, 2016 Motion to approve: Fran Ducotey with a second by Gerry Carbone. Approved unanimously.		
<b>CORRESPONDENCE:</b>	A thank you letter was received from the Torrington Early Childhood Collaborative for the donation of the Armory for the annual Junior Dress for Success Event.		
<b>CITIZEN'S COMMENTS:</b>	None		
<b>COMMITTEE UPDATES:</b>	<p><b>Facility Use (Facility Requests)</b></p> <p><b>Requests for Armory:</b></p> <ul style="list-style-type: none"> <li>• Kevin Hales, Torrington Model RailRoders, for December 3, 2016, for Train Show. A motion to approve by Jim Pescatore and 2<sup>nd</sup> by Fran Ducotey. Approved unanimously.</li> <li>• Tony Pietrafesa, PAL, various dates in September and October. A motion to approve by Jim Pescatore and a 2<sup>nd</sup> by Fran Ducotey. Approved unanimously.</li> </ul> <p><b>Request for Coe Memorial Park</b></p> <ul style="list-style-type: none"> <li>• Nikki Maccalous, Drakeville Volunteer Fire Department, for Flip Flop Crop on September 24, 2016. Pre-approved.</li> <li>• Matt Ekstrand, Susan B. Anthony, for candlelight vigil on October 19, 2016. Pre-approved.</li> <li>• Ed Bascetta, Torrington Fire Department, for Fire Marshall CEU classes on September 19, 26, and November 9, 2016. Pre-approved.</li> <li>• Nikki Maccalous, Drakeville Volunteer Fire Department, for Craft Fair on November 12, 2016. A motion to approve by Gerry Carbone and a 2<sup>nd</sup> by Jim Pescaore. Approved unanimously.</li> </ul> <p><b>Request for Ruwet Field</b></p> <ul style="list-style-type: none"> <li>• Jamie Fritt, TLLSB, Mondays and Fridays in September. Pre-approved.</li> </ul> <p><b>Request for Toro, Ruwet, Bishop Donnelly, and Alvord Park</b></p> <ul style="list-style-type: none"> <li>• Ray Tanguay, OWTS, for various dates in September and October. Pre-approved.</li> </ul> <p><b>On a motion by Gerry Carbone and a 2<sup>nd</sup> by Fran Ducotey, all pre-approved requests were approved unanimously.</b></p>		

<p>- <b>Programs - (Updates)</b></p>	<p>Brett reported on the new programs included in the Fall/Winter Brochure. Friday, October 21, 2016 will be an Outdoor Movie Night in Coe Memorial Park and Trunk or Treat will be on October 22, 2016.</p>
<p>- <b>Sports (Updates)</b></p>	<p>A few softball issues will be handled shortly.</p>
<p>- <b>Capital / Budget</b></p>	<p>Brett spoke about numerous projects to be proposed. Work will begin on the wall at Christmas Village.</p>
<p>- <b>Facility Operations (Updates)</b></p>	<p>Brett reported that various projects are underway. The floors at the Armory are being refinished.</p>
<p>- <b>Coe Memorial Park (Updates)</b></p>	<p>The cupolas for the Coe Memorial Park Carriage House are almost complete and will be put on the Carriage House very soon. Fran Ducotey brought up the proposal to purchase wreaths for the poles in Coe Memorial Park.</p>
<p>- <b>Coe Memorial Park (Meeting Motions)</b></p>	<p>Commissioners discussed and responded to motions submitted by the Coe Memorial Park Committee.</p>
<p><b>OLD BUSINESS:</b></p>	<p>None</p>
<p><b>NEW BUSINESS:</b></p>	<p>None</p>
<p><b>OTHER BUSINESS:</b></p>	<p>On a motion by Gerry Carbone with a second by Fran Ducotey, the commission voted unanimously to go into Executive Session at 5:50 p.m. On a motion by Fran Ducotey with a second by Gerry Carbone, the commission voted unanimously to come out of Executive Session at 6:07 p.m.</p>
<p><b>ADJOURNMENT:</b></p>	<p>Motion By: Jim Pescatore Second by Fran Ducotey. Approved unanimously. Time 6:08 p.m.</p>
<p><b>MINUTES SUBMITTED BY:</b></p>	<p>Patricia Fairchild, Chairperson.</p>