

*Coe Memorial Park Committee
November 19, 2014*

Mission Statement: *To create within the downtown area of Torrington a first class horticultural oasis in accordance with and strict adherence to the Coe Godfrey benefactors and the Coe Family Trust*

Co-Chairman Mary Zbell opened the meeting at 5:05 p.m.

Attending: Co-Chairman Mary Zbell, Mark McEachern, Lori Chiron, and Margaret Keywan
Absent: Chairman Marc Trivella, Dr Isadore Temkin, and Jen Plasky
Also Attending: Susan Coe Holbrook

A Motion: by Lori Chiron to accept the Minutes of the October 15, 2014, meeting; seconded by Margaret Keywan and passed unanimously.

Ms Holbrook related three items to the Committee:

1. Information and comments regarding her appearance at City Council on Monday November 17, 2014.
2. A proposal from Ideal Woodworking LLC for the cupola on the Carriage House. Rick Utenis comes highly recommended and it's hoped he can work with Mr. Boe as stated below.
3. She received several calls from Veterans expressing that they were very happy there were flowers in Coe Memorial Park for the Veteran's Day celebration.

Park Operations

A memorandum from purchasing agent Pennie Zucco regarding the awarding of the carriage house roof replacement contract to AVT Construction Inc of Meriden, Ct for a base bid of \$12,808.80 with unit pricing of \$65.00 per sheet to be determined and decking as needed. Brett stated that there was sufficient money in Fund 41 to cover costs. The Coe Memorial Park Committee knows that there is a surplus from Phase II of \$143,000 available. The color of the shingles to be chosen prior to Monday November 24, 2014.

This information was given to the Committee at 3:47 p.m. on Monday November 17, 2014, just hours prior to going to City Council for approval. Committee members stated that it was disappointing that a local company was not accepted to complete the roof replacement and worrisome about the unspecified costs for decking. This company is unknown to the Committee and would have preferred the local bidder; however, selection of the only local bidder could have been considered a conflict of interest.

A Motion to accept the contract from architect Michael Boe with modifications to the bid charge was made by Mark McEachern and seconded by Lori Chiron which passed unanimously.

A Motion was made by Mark McEachern that the cupolas remain strictly ornamental due to environmental hazards. This was seconded by Margaret Keywan and passed unanimously

It is hoped that Mr. Boe will work with the master woodworker vendor, Ideal Woodworking from Winchester that we will contact in order to obtain this information.

- **Tree Work** by Mike Zaharekno report
- **Grounds** Still River Gardens is bulb planting and winterizing

A Motion was made by Margaret Keywan to inquire how and where Still River Gardens is disposing the mum plants. Motion was seconded by Lori Chiron and passed unanimously.

A Motion by Lori Chiron to table until some time in 2015, the purchase of the LED lights. Seconded by Margaret Keywan and passed unanimously. Discussion regarding the Civic Center's mounting liabilities, costs, and the deferments ensued.

A Motion to table a proposal for flooring in the Civic Center until such time there is a presentation and actual floor samples are presented by Margaret Keywan and second by Lori Chiron passed unanimously. An email will be sent to Brett.

It was noted that the trash fencing closure remains broken for some time now

A Motion to repair this fixture was made by Mark McEachern seconded by Lori Chiron and passed unanimously.

Permanent Motion: Margaret Keywan made a Permanent Motion, seconded by Lori Chiron to seek reimbursement for 11 Mity-Lite tables (\$1,760) that were in the custody of the Park & Recreation Department. Margaret Keywan stated that the 11 Mity-Lite tables still remains an issue and if not resolved at this level, the Probate Court shall make a decision.

A Motion to adjourn the meeting at 6:20 p.m. was made by Mark McEachern and seconded by Margaret Keywan passed unanimously.

Respectfully submitted,

Margaret K Keywan

Secretary

Coe Memorial Park Committee