

***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***

Coe Memorial Park Committee Minutes  
August 17, 2016

In the absence of Chairman Marc Trivella, the meeting was called to order at 5:10 P.M. by Mark McEachern. In attendance were Margaret Keywan, Mark McEachern, Mary Zbell and Lori Chiron. Chairman Mark Trivella was also in attendance (see below)\*.

There was a discussion of minutes of the previous meeting (July 20, 2016).

***MOTION*** made by Mark McEachern, seconded by Margaret Keywan that official minutes as submitted by Recording Secretary in prose format be posted to City Web Site in said prose format. In the absence of Recording Secretary Judy Addazio it was additionally moved that acceptance of July minutes be tabled until the September meeting.

**Motions passed unanimously.**

Mark McEachern turned the meeting over to Chairman Marc Trivella at 5:25 pm.\*

There was discussion on the amount of the encumbered Fund 41 monies in the amount of \$66,000 vs. Burlington Construction's bid of \$59,951. The committee asks Brett Simmons to refresh its memory of the reason for the difference.

***MOTION*** made by Margaret Keywan for a Monthly Income and Expense Report in order to better understand park operations. Motion seconded by Lori Chiron.

**Motion passed unanimously**

***MOTION*** made by Mary Zbell, seconded by Lori Chiron to trim shrubbery and remove all plantings blocking the Plaque on the Coe Memorial stone. Additionally, the yews around the carriage house foundation need to be removed and replanted where deemed appropriate. (suggestion: along fence line behind carriage house).

***Motion passed unanimously.***

Discussion on Mark McEachern's suggestion for all original carriage house doors that have been replaced to be securely stored on the second floor of carriage house. The Committee continues to discuss the necessity for security in light of the ongoing restoration of the carriage house.

Also discussed was the previous observation of the necessity to repair window sills of the dormer windows where galvanized metal is covering said sills.

***MOTION*** made by Mary Zbell to adjourn at 6:10 P.M. Second by Margaret Keywan.

**Motion passed unanimously.**

The next meeting will be held on Wednesday, September 21, 2016 at 5:00 P.M. at the Coe Memorial Park Civic Center

Respectfully submitted,  
Lori Chiron, recorder for the day