



COE MEMORIAL PARK COMMITTEE MEETING MINUTES

MEETING DATE: August 21, 2019		MEETING LOCATION: Coe Memorial Park	
CALL TO ORDER:	By: Marc Trivella		Time: 5:00 PM
ROLL CALL:	<p>Members Present: Marc Trivella, Kathy Renzullo, Lori Chiron, Mark McEachern</p> <p>Members Absent: Mary Zbell, Judy Addazio</p>		
PREVIOUS MINUTES APPROVAL:	Minutes of (Date): June 19, 2019 (no July Meeting)		
	Corrections: None		
	Motion to Approve by: Mark McEachern		
	Second by: Lori Chiron		
CITIZEN'S COMMENTS:	Comments: None present		
PARK OPERATIONS:	<p>Brett's operations report was reviewed and accepted as presented.</p> <p>The committee is in agreement to discuss the Garden contract RFP with the Park and Rec Commission.</p>		
OLD BUSINESS:	<p>The need for the Parks signage policy was brought up again and tabled until the committee was in full attendance.</p> <p>The Final design for the cupolas on the carriage house have been reviewed and the suggestions need to be returned to Mike Boe for comment and his correction. The chairman will present the committees design suggestions to Mike as soon as they can meet. Mike offered to recommend an artist/fabricator for the construction of the finials.</p> <p>The Coe Portraits have been completed and an identifying Plaque acknowledging Lyman and Liza Coe was discussed for wording. The small plaque will read: Lyman Coe and Eliza Seymour Coe, next line: Circa 1880, next line: Prominent residents of Torrington in whose honor, next line: Coe Memorial Park was created and named. Next line: 1908, next line: Portraits reproduced from the collection of the Torrington History museum. Next line: Dedicated in the memory of Susan Coe Holbrook. The chairman will inquire at Write Way Signs on Migeon Avenue for an estimate.</p>		

	<p>Also, it was noticed that there is an unavoidable Glare from natural and building light in the regular glass of the portraits distracting the images. This seems unavoidable from any direction. The chairman will return to the Photo Shop and inquire about replacing the regular glass with museum (non-glare) glass and report back with an estimate.</p>
NEW BUSINESS:	<p>The chairman will contact John Ciesco for an estimate for the polishing of the War Memorial Monument bronze plaques, plus the smaller Civic Center plaque to the right of the entrance. A comment was made on the beautiful result of the polishing of the Boulder Plaque.</p> <p>In discussion of the War Monument, the condition of the flag pole was revisited as it needs scraping and painting once again. Its replacement, with a fiberglass pole, was discussed as a future goal.</p>
OTHER BUSINESS:	<p>The fence and gate surrounding the dumpster adjacent to the carriage house has noticeable damage. After bringing this to Brett's attention he submitted a suggestion of a chain link replacement fence with colored slats. The committee discussed this and it was decided to seek an alternate solution that retains the initial architectural design. The chairman will discuss this with Brett.</p> <p>The condition of the Civic Centers east side concrete terrace was noticed to be deteriorating and is missing its original railings. This was seen as a potential safety hazard and should be addressed. The chairman will bring this to Brett's attention for discussion.</p>
CITIZEN'S COMMENTS ON AGENDA ITEMS ONLY:	None
ADJOURNMENT:	<p>Motion By: Kathy Renzullo Time: 6:15 PM</p>
MINUTES SUBMITTED BY:	Chairman Marc Trivella in the absence of Judy Addazio