



Norwalk City Hall,
Recreation and Parks
Department
125 East Avenue, PO Box 5125
Norwalk, CT 06851-5125
203-854-7806

RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE BY VIDEO CONFERENCE AND TELECONFERENCE

Wednesday, September 11th, 2024 - 7:00 PM

To allow public access, anyone may access a meeting by telephone and/or zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at <https://www.norwalkct.gov/Meetings>



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to "view the meeting live" and/or "provide live comments" can use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Dilene Byrd at dburd@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I Roll Call
- II Minutes of August 14th, 2024.
- III Public Participation
- IV Old Business
- V New Business

The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.

VI Discussion

1. Authorize the Mayor, Harry W. Rilling, to approve the use of Washington Street Plaza and immediate surrounding grounds by City of Norwalk for their Halloween Nightfair to be held on Saturday, October 26th 2024 from 4:00 P.M. to 10:00 P.M. and Sunday, October 27th from 11:00 A.M. to 5:00 P.M. Set-up time by 8:00 A.M. Saturday with tear-down by 8:00 P.M. on Sunday. Approximately 6,000 people.
2. Authorize the Mayor, Harry W. Rilling, to approve the use of Calf Pasture Beach and immediate surrounding grounds by Alzheimer's Association for their Walk to End Alzheimer's

to be held on Sunday, October 27th, 2024 from 7:00 A.M. to 1:00 P.M. Set-up time by 6:00 A.M. Saturday with tear-down by 1:30 P.M. Approximately 2,500 people.

3. Approve the use of Wolfpit Elementary School Field and immediate surrounding grounds by Wolfpit PTA for their Pumpkin Fest to be held on Saturday, October 19th, 2024 from 10:00 A.M. to 4:00 P.M. Approximately 500 people.
4. Approve the use of Taylor Farm and immediate surrounding grounds by Friends of Norwalk Dogs for their Halloween Parade to be held on Sunday, October 27th, 2024 from 3:00 P.M. to 5:00 P.M. Approximately 50 people.
5. Approve the naming of the track at Malmquist Field, located at 125 East Avenue, adjacent to the Norwalk City Hall building, in memory of Mary Roman, former Norwalk City Clerk and Senior Olympics Medal winner.





CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE

WEDNESDAY, AUGUST 14, 2024.

REGULAR MEETING

7:00PM.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to “view the meeting live” and/or “provide live comments” can use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the “raise your hand indicator” and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comments are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Dilene Byrd at dbyrd@norwalkct.gov with the subject line “Public Comment” to provide written public comment prior to the meeting.

ATTENDANCE: Darlene Young, Chair, Heather Dunn; Lisa Shanahan; Douglas Sutton; Johan Lopez (arrived at 7:03PM)

ABSENT: Nicol Ayers

STAFF: Robert Stowers, Director, Recreation and Parks; Ken Hughes, Superintendent, Recreation and Parks

OTHERS: Bruce Cowans, MGT Consulting Firm; Ms. Patel, MGT Consulting Firm

I. ROLL CALL

Ms. Young called the meeting to order at 7:00PM.

At roll call there were five (5) committee members present. A quorum was present.

II. MINUTES OF MAY 8, 2024

**** THE APPROVAL OF MINUTES WERE TABLED.**

III. PUBLIC PARTICIPATION

There was no public participation this evening.

IV. OLD BUSINESS

There was no old business discussed this evening.

V. NEW BUSINESS

There was no new business discussed this evening.

VI. DISCUSSION

1. Fee Study presentation and discussion.

Mr. Stowers said there will be a presentation this evening on the fees and charges study. He said he believes fees and charges should be more around equity pricing and find out what the market will bear and give access to those that cannot afford it in other ways such as a scholarship fund or leaving spaces open in the programming, and the key is finding a system to use to make those adjustments. He said a market study of fees and charges was done by MGT Consulting Firm which they will be presenting this evening. He said the study will provide a sense of what we are able to charge and what the market will bear in our city. He said a very thorough analysis was done on cost to revenue which will help to make the decision when setting revenue goals.

Mr. Cowans presented and said that city staff had requested that they look at a few things which one was to detect the cost of the different program areas and compare them to current revenues to see how thoroughly they recover current costs. He said they also did a great deal of community engagement and received input for several hundred residences, and he is pleased to report uniformly people like the services that are being provided.

Mr. Cowans provided an overview of the project scope which included to determine cost of fee services and compare them to current prices, engage with participants, and discuss pricing strategies based on cost findings and community feedback.

Ms. Patel said they worked with staff from the Recreation and Parks Department to capture the 2023 expenditures, revenues, personnel data to identify some key program areas, as well as the administrative staff and identified all of the indirect expenditures as well as any program specific expenses to build the hourly rates for every administrative position and a departmental indirect cost rate and applied it to all of the staff costs and staff time allocations that they had received by program to calculate the costs for every program area and compared it to the 2023 revenues. She said the industry norm is to recover approximately 25% to 30% of recreation service cost from fees and based on the calculations the average cost recovery included in non-fee related activities is approximately 23% so there is room for up to a 15% increase in fees in these program areas and still stay within industry range. Mr. Cowans added that the cost recovery varies quite a bit by program area.

Mr. Cowans said they spent a lot of time getting resident input and they thought the programs were of good quality and one of the questions that was asked to them was if fiscal pressure required some changes would they prefer the fees be adjusted or reduce the offerings and they would prefer fee increases to reducing their access to these services. He said they were also asked what range of increases that they thought was reasonable and the vast majority said up to approximately 15%.

Mr. Cowans said that Mr. Stowers had checked with the neighboring towns and found that Norwalk is in large less expensive than the peers. In closing he said people think the services are good and would rather accept some fee increases than adjust to financial pressures by cutting back on their access to these activities. He said they are recommending considering increasing fees up to 15% but may want to vary that by program area because in some areas are already over the 25% to 30% area so are areas that would not seek revenue from, and camps and parking are recovering a greater share of costs with parking being in a slight surplus. He said people expressed interest in some facilities improvements and would be willing to pay for that but he thinks that needs to be tempered with the understanding that if prices are being adjusted to reduce the drain on the general fund he is not sure how much more room there is for facilities improvements that are funded by fees, and the cost to refresh the facilities will need to be recognized in the financial statements. He said he thinks it would

be in the best interest to establish a cost recovery policy of at least 25% and also found there is room to increase communication of activities.

Mr. Lopez asked if there are any strategies that they have seen that worked in their experience that helps make a recovery program sustainable. Mr. Cowans suggested more publicity to generate demand and a policy not to charge full cost is an incentive to participate and there is a premises that if you live in a city there will be access to these amenities and would need to pay but part of the communication is that cost recovery is not intended to be fully from fees. He also suggested if there is a year that there was extra revenue putting it into an account to pay for the years that are softer which may help to make it a little more sustainable. Mr. Stowers said a lot of cities have set up a park fund and are able to generate revenue through other entrepreneurial initiatives without having to go back to the Common Council because the park fund would have the money in it and from those funds, they create a very healthy scholarship fund. He said they are also looking at a more equitable way of charging fees and their intent is to develop a scholarship fund for the summer camps and all the activities.

Ms. Dunn asked if there are any recommendations of specific areas where we should prioritize funding. Mr. Cowans said in his opinion he does not recommend touching the parking or youth summer camps as he feels the cost recovery on those does not need a current adjustment but suggested a 15% increase for indoor/outdoor sports would be acceptable to the public but would keep the price lower for aquatics for public safety reasons, and increase the facility rentals as well as the Mariana, moorages, and boat ramps. He said the total revenue is currently \$1.1 million dollars and if it is increased by roughly 15% would solve all the budget problems but will fund a few positions.

Ms. Young said that picnic grounds and table/park usage is the second most costly thing but generates very low revenue and asked if anything can be done. Mr. Stowers said that number includes some of the beach costs but there are some ideas being generated to have more picnic areas that can be reserved and having the beach staff work on other things that generate more revenue. Mr. Hughes said the cost of the park usage also includes all of the maintenance, so the number is somewhat skewed in terms of the cost because the site needs to be maintained whether there is an event happening or not.

Ms. Dunn asked if there is a way to differentiate when permits are given to profit or non-profit organizations agencies. Mr. Cowans said "yes" and means testing ability to pay is unworkable. Mr. Hughes said there is currently a 10% discount for non-profit agencies.

Mr. Stowers said this a draft report and staff welcomes any comments the members of the Common Council may have. Ms. Dunn said she would like to see how many people participate in each of the program areas.

Ms. Young asked if the number of survey participants gives enough of a well-rounded perspective to move forward with changes. Mr. Stowers said he thinks that the number of responses received makes the surveys valid, but the communities of color did not really respond as well but in his career has always been a challenge to get folks that may feel they don't have a voice to respond or participate but did have a substantial amount for this survey. Ms. Young said that Norwalk has over 90,000 residents and asked what that number comparatively looks like with the data that has been received. Mr. Cowans said based on the surveys received they feel they had a sense of the community from that.

Ms. Young asked how much lower Norwalk charges for programming compared to the surrounding towns. Mr. Stowers said that staff has done the research and know that Norwalk is lower, and they are presently updating those and when the final fee study is completed there will hopefully be some information included in it about that and when staff presents their recommendations on the fee increases/modifications that information will be presented as well. He provided an example and said for the cost of the summer camps Norwalk is in the 70 percentiles in terms of cost recovery but are probably 25%-30% below the surrounding cities in terms of what is charged.

Mr. Stowers said the report will be finalized in September/early October and a public hearing will be held and following that staff will present their fee recommendations.

Ms. Young thanked staff for all of their work and said the Recreation and Parks Department is now moving in the right direction and should have always been a place where some revenue is generated and are now doing that in a meaningful way that adds value of what is being provided to the residents and she appreciates staff's efforts. Mr. Stowers said the staff is small but are amazing. Ms. Young said she is amazed on what the department has been able to accomplish with such a small staff.

ADJOURNMENT

**** MS. SHANAHAN MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:55PM.

Respectfully submitted,

Dilene Byrd



Contract Staff Summary

Department/Staff Contact	Recreation and Parks Ken Hughes – x 47814
Common Council Committee	Recreation, Parks & Cultural Affairs
Date Approved by Committee	8/14/24
Purpose/Scope	Approve the use of Washington Street Plaza and immediate surrounding grounds by City of Norwalk for their Halloween Nightfair to be held on Saturday, October 26th, from 4:00 P.M. to 10:00 P.M and Sunday, October 27th from 11:00 A.M. to 5:00 P.M. Set-up time by 8:00 A.M. Saturday with tear-down by Sunday 10:00 P.M. Approximately 6,000 people.
Vendor (Indicate if new or existing vendor)	City of Norwalk
Term of Contract	Saturday, October 26th, from 4:00 P.M. to 10:00 P.M and Sunday, October 27th from 11:00 A.M. to 5:00 P.M.
Method of Procurement (Indicate if sole source)	Permit #451
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information / Other Details	Set-up time by 8:00 A.M. Saturday with tear-down by Sunday 10:00 P.M. Approximately 6,000 people.

Permit



City of Norwalk Online
125 East Ave.
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R451

Status Approved

Date Apr 15, 2024 3:16 PM

Customer Name Anna Breault - 1255
Customer Type General Public
Mailing Address 125 East Avenue
Norwalk, CT 06851

Work Phone Number (203) 854-7336
Home Phone Number (203) 854-7336
Email Address abreault@norwalkct.gov

System User Internet User

Rental Fee	\$0.00
Discounts	\$0.00
Subtotal	\$0.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$0.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$0.00

Halloween Nightfair

1 resource(s) 2 booking(s) Subtotal: \$0.00

Booking Summary

Washington St. Plaza (Event)

Center: Washington St. Plaza

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Oct 26, 2024 4:00 PM	Sat, Oct 26, 2024 10:00 PM	100	\$0.00
Sun, Oct 27, 2024 11:00 AM	Sun, Oct 27, 2024 5:00 PM	100	\$0.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	Yes
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	Yes
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	Yes
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	2
Is there a 2nd date in mind or a rain date or location?	No

Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	100+
What is the setup time?	8:00AM
What type of event?	Street Fair
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Tents, bounce house, sound, lighting
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	Yes
Will you be selling food, beverages, goods or wares?	Yes
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	Yes
Will you be using temporary electrical resources?	Yes
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	Yes

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Oct 26, 2024	Anna Breault	Waiver Signed by: Anna Breault on Mar 19, 2024

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

1. Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
 2. Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
 3. The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property.
 4. The Renter may bring the following in or onto the Premises: "Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall "Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event "No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks "Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length" Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals
 5. **HOLD HARMLESS:** Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, its employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
 6. Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon
 7. **ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION**
 8. The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit
 9. The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event
 10. **CANCELLATION POLICY:** If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a \$100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date
- MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS 125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869



X: _____

Date: _____

City of Norwalk Online

Mailing Address: 125 East Ave., Norwalk, CT 06851

Phone Number: (203) 854-7806

Email Address: recregistrationsupport@norwalkct.gov

X: _____

Date: _____

Anna Breault

Customer ID: 1255

Work Phone Number: (203) 854-7336

Home Phone Number: (203) 854-7336

Email Address: abreault@norwalkct.gov



Contract Staff Summary

Department/Staff Contact	Recreation and Parks Ken Hughes – x 47814
Common Council Committee	Recreation, Parks & Cultural Affairs
Date Approved by Committee	8/14/24
Purpose/Scope	Authorize the Mayor, Harry W. Rilling, to approve the use of Calf Pasture Beach and immediate surrounding grounds by Alzheimer's Association for their Walk to End Alzheimer's to be held on Sunday, October 27th, 2024 from 9:00 A.M. to 12:00 P.M. Set-up time by 6:00 AM Sunday with tear-down by Sunday 1:30 P.M Approximately 2,500 people
Vendor (Indicate if new or existing vendor)	Alzheimer's Association
Term of Contract	Sunday, October 27th, 2024 from 7:00 A.M. to 1:00 P.M
Method of Procurement (Indicate if sole source)	Permit #369
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information / Other Details	Set-up time by 6:00 AM Sunday with tear-down by Sunday 1:30 P.M Approximately 2,500 people

Permit



City of Norwalk Online
125 East Ave.
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R369

Status Tentative
Date Aug 9, 2024 10:08 AM
Expiration Date Aug 31, 2024

Customer Name	Cheryl Podob - 1034	Work Phone Number	(203) 807-5839
Customer Type	General Public	Home Phone Number	(203) 521-8218
Mailing Address	200 Executive Blvd Suite 4B Southington, CT 06489	Cell Phone Number	(203) 521-8218
		Email Address	cspodob@alz.org
System User	Internet User		

Rental Fee	\$2,805.00
Discounts	\$0.00
Subtotal	\$2,805.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$2,805.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$2,805.00

Walk to End Alzheimer's 1 resource(s) 1 booking(s) Subtotal: \$2,805.00

Booking Summary

Calf Pasture Beach (Event)		Center: Calf Pasture Beach	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sun, Oct 27, 2024 9:00 AM	Sun, Oct 27, 2024 12:00 PM	2000	\$0.00
Resource level fees			\$2,805.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	Yes
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	No
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	Yes
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	No
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	none

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

- 1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
 - 2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
 - 3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: *Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall *Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event *No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks *Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5. HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
 - 6.Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon7.ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION 8.The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit 9.The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.10.CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a \$100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date
- MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869



Payment Schedules

Original Balance: \$2,805.00 Current Balance: \$2,805.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Oct 27, 2024	\$2,805.00	\$0.00	\$0.00	\$2,805.00

X:

Date:

City of Norwalk Online

Mailing Address: 125 East Ave., Norwalk, CT

06851

Phone Number: (203) 854-7806

Email Address: recregistrationsupport@norwalkct.gov

X:

Date:

Cheryl Podob

Customer ID: 1034

Mailing Address: 200 Executive Blvd, Suite 4B, Southington, CT

06489

Work Phone Number: (203) 807-5839

Home Phone Number: (203) 521-8218

Cell Phone Number: (203) 521-8218

Email Address: cspodob@alz.org



Contract Staff Summary

Department/Staff Contact	Recreation and Parks Ken Hughes – x 47814
Common Council Committee	Recreation, Parks & Cultural Affairs
Date Approved by Committee	8/14/24
Purpose/Scope	Authorize the Mayor, Harry W. Rilling, to approve the use of Wolfpit Elementary School and immediate surrounding grounds by Wolfpit PTA. for their Pumpkin Fest to be held on Saturday, October 19th, 2024 from 10:00 A.M. to 4:00 P.M. Set-up time by 6:00 AM Saturday with tear-down by Saturday 5:00 P.M Approximately 500 people
Vendor (Indicate if new or existing vendor)	Wolfpit Elementary School
Term of Contract	Saturday, October 19th, 2024 from 10:00 A.M. to 4:00 P.M.
Method of Procurement (Indicate if sole source)	Permit #1420
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information / Other Details	Set-up time by 6:00 AM Saturday with tear-down by Saturday 5:00 P.M Approximately 500 people

Permit



City of Norwalk Online
125 East Ave.
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R1420

Status Tentative
Date Jul 11, 2024 11:57 AM
Expiration Date Aug 10, 2024

Customer Name	Amanda Trimboli - 541	Home Phone Number	(203) 536-3463
Customer Type	General Public	Cell Phone Number	(203) 536-3463
Mailing Address	12 Cider Lane Norwalk, CT 06851	Email Address	amanda.trimboli@gmail.com
System User	Internet User		

Rental Fee	\$0.00
Discounts	\$0.00
Subtotal	\$0.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$0.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$0.00

Pumpkin Fest	1 resource(s)	1 booking(s)	Subtotal: \$0.00
--------------	---------------	--------------	------------------

Booking Summary

Wolfpit Elementary School Field (Field Rental)		Center: Wolfpit Elementary School	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Oct 19, 2024 10:00 AM	Sat, Oct 19, 2024 4:00 PM	1	\$0.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	Yes
Do you have a 2nd date in mind or a rain date	No
Field Requested- Type in your selected facility/field.	Wolfpit
Is there a 2nd date in mind or a rain date or location?	Yes. Raindate is Sunday Oct 20th
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Bounce houses and possible petting zoo

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
-------------	----------	-----	----------------

2024

Attachment

Rules & Regulations

1. Permit holders must have their permit while using the facility.
 2. Permit holders must have a minimum of ten individuals on the facility during the period allowed. For safety reasons, one adult must be present for every twelve children.
 3. Permit holders will be responsible for any damages to the facility.
 4. This permit may not be transferred or resold. Any violation of this will result in cancellation of all permits issued to the permit holder. The subleasing of a facility permit is prohibited and is grounds for cancelation of all permits issued to the individual and organization named on the permit.
 5. The City of Norwalk Recreation & Parks Department retains the right to temporarily suspend this permit, or to change the field location.
 6. The granting of this permit does not give the permit holder the right to sell or offer for sale any articles, tickets, or refreshments, within or adjacent to the facility.
 7. Alcoholic beverages may NOT be sold or consumed on Parks Property.
 8. Barbecuing is prohibited.
 9. Light access available at certain fields. Additional fee required. Must follow City ordinance.
 10. Sound ordinance must be observed. Permission for amplified music is needed.
 11. LITTERING IS PROHIBITED. TEAMS MUST LEAVE THE FIELD FREE OF LITTER & DEBRIS.
 12. METAL CLEATS ARE NOT ALLOWED ON THE SYNTHETIC TURF FIELDS.
 13. Use of any chairs on the synthetic turf field is NOT ALLOWED.
 14. Organizations are not allowed to use any equipment to prep fields or line the fields. Once the City of Norwalk Parks Dept has lined the field, touch up is allowed between games.
 15. The applicant must confine sports activities to the locations & times specified on the permit.
 16. The applicant is liable for all damages to property and injuries, by accepting the permit agrees to hold the City of Norwalk harmless from all claims whatsoever from use of fields. A certificate of insurance naming the City of Norwalk, their employees, officers, agents, and anyone affiliated with the City of Norwalk as additional insured in the amount of \$1 million (\$1,000,000) in general liability insurance is required with subrogation waiver checked.
 17. The permit is revocable at any time at the discretion of the Recreation & Parks Department. Reasons may include but are not limited to providing false information on the permit, failure to adhere to the rules of the City of Norwalk and failure to adhere to the conditions of the permit.
 18. Spring 2024 *PRIORITIES OF USE & USER CATEGORY DESCRIPTIONS ARE IN THE PUBLIC USE POLICY.
- Facility Fee: \$350/field fee/field/season
Organizations: \$10/player Travel Team: \$15/player Adult Organizations: \$20/player in-town
Non-Profit Camp/Clinic/Tournament: \$175/3hrs Profit Camp/Clinic/Tournament: \$385/2hrs

Terms of Permit Agreed to: As the applicant, I hereby certify that the information provided is true, complete, and accurate to the best of my knowledge. I agree to follow the City of Norwalk rules and regulations. I understand that failure to do so will lead to the revocation of the permit. I have received, read, and will abide by all the rules and/or policies for use of City of Norwalk facilities.



X: _____

X: _____

Date: _____

Date: _____

City of Norwalk Online

Mailing Address: 125 East Ave., Norwalk, CT

06851

Phone Number: (203) 854-7806

Email Address: recregistrationsupport@norwalkct.gov

Amanda Trimboli

Customer ID: 541

Home Phone Number: (203) 536-3463

Cell Phone Number: (203) 536-3463

Email Address: amanda.trimboli@gmail.com



Contract Staff Summary

Department/Staff Contact	Recreation and Parks Rebecca Kovacs – x 47289
Common Council Committee	Recreation, Parks & Cultural Affairs
Date Approved by Committee	9/11/2024
MPurpose/Scope	Halloween Parade
Vendor (Indicate if new or existing vendor)	Friends of Norwalk Dogs
Term of Contract	October 27 th , 2024 3:00PM – 5:00 PM
Method of Procurement (Indicate if sole source)	Permit #R1632
Cost of Contract	N/A
Funding Source/Account Number	N/A
Additional Information / Other Details	Approximately 50 people

Permit

City of Norwalk Online
125 East Ave.
Norwalk, CT 06851

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R1632

Status Tentative

Date Aug 29, 2024 1:10 PM

Expiration Date Sep 28, 2024

Customer Name Katherine Snedaker - 1103
Customer Type General Public
Mailing Address 14 Haviland St
Unit B1
Norwalk, CT 06854

Home Phone Number (203) 984-0860
Cell Phone Number (203) 984-0860
Email Address pricesned@gmail.com

System User Internet User

Rental Fee	\$0.00
Discounts	\$0.00
Subtotal	\$0.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$0.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$0.00

Friends of Norwalk Dogs Halloween Parade

1 resource(s) 1 booking(s) Subtotal: \$0.00

Event Notes:

\$1,000,000 liability insurance required. Event requires approval from RPCA Committee on 9/11/24

Booking Summary

Taylor Farm (Event)

Center: Taylor Farm

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sun, Oct 27, 2024 3:00 PM	Sun, Oct 27, 2024 5:00 PM	50	\$0.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	No
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	No
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	less than 2

No

50

2:30

Halloween Parade and Party

A few tables

No

Yes

No

No

No

Yes

No

Yes

No

No

No

No

Yes

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Oct 27, 2024	Katherine Snedaker	Waiver Signed by: Katherine Snedaker on Aug 29, 2024.

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

- 1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
 - 2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
 - 3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: *Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall *Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event *No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks *Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5. HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
 - 6.Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon7.ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION 8.The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit 9.The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.10.CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a \$100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date
- MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869



X: _____

Date: _____

City of Norwalk Online

Mailing Address: 125 East Ave., Norwalk, CT

06851

Phone Number: (203) 854-7806

Email Address: recregistrationsupport@norwalkct.gov

X: _____

Date: _____

Katherine Snedaker

Customer ID: 1103

Home Phone Number: (203) 984-0860

Cell Phone Number: (203) 984-0860

Email Address: pricesned@gmail.com



Contract Staff Summary

Department/Staff Contact	Recreation and Parks Rebecca Kovacs – x 47289
Common Council Committee	Recreation, Parks & Cultural Affairs
Date Approved by Committee	9/11/2024
Purpose/Scope	Approve the naming of the track at Malmquist Field, located at 125 East Avenue, adjacent to the Norwalk City Hall building, in memory of Mary Roman, former Norwalk City Clerk and Senior Olympics Medal winner.
Vendor (Indicate if new or existing vendor)	n/a
Term of Contract	n/a
Method of Procurement (Indicate if sole source)	n/a
Cost of Contract	n/a
Funding Source/Account Number	N/A
Additional Information / Other Details	n/a

5

MARY ROMAN

'A Norwalk Treasure'

By George Albano

The late Mary Roman was truly a Norwalk treasure who left an indelible mark on the city she called home for over half a century.

Whether it was her work in local government as Norwalk's City Clerk, or her 25 years as a bank executive, or as a tireless volunteer who served on several boards and commissions, Mary made an impact on everything she was involved in.

And for the last three decades of her life, Mary Roman left a lasting mark in track and field. Displaying the same focus and passion she exhibited in her many other endeavors, Mary became one of the top senior Olympians in the world.

Born in Pittsfield, Mass., Mary was always athletic but grew up at a time when opportunities for girls to play sports were limited. A Norwalk resident since 1964, she was introduced to Connecticut Senior Olympics in 1987 when her husband competed, and she went along to support him.

But that experience inspired her to enter in 1989, and by 1991 she had qualified for her first National Senior Olympics in Baton Rouge, Louisiana. Before long she was qualifying for the World Senior Games and USATF Masters Track and Field Championships. Then in 1996, just seven years after she began competing, Mary earned her way to the first ever International Senior Olympics in Bermuda, where 3,500 athletes from 50 countries competed.

Meanwhile, her collection of medals grew. During her 30 years of competition, Mary Roman won nearly 300 gold, silver and bronze medals while representing Norwalk around the country and across the globe in high-level championship meets held at such locations as Spain, Italy, Australia, British Columbia and Brazil.

Along the way, Mary re-wrote more than one record book. At one time, she held the American record in the shot put in the women's 65-69, 70-74, 75-79 and, at the time of her passing, 80-84 age groups. She was also ranked first in the U.S. in the shot put, weight throw and super weight throw in both the 75-79 and 80-84 divisions as well as No. 1 in the world in both the super and ultra-weight throws. In addition, she was consistently among the top sprinters in the 100 and 200 meters in her age group.

Mary was the perfect example of someone who "got better with age."

Not even a heart attack in 2003, at the age of 68, could slow her down. Once she recovered, she continued her athletic pursuits and assault on the record books.

In fact, seven years later Mary Roman was named the 2010 Norwalk Sports Person of the Year by the Fairfield County Sports Commission. Then in 2016, after winning six medals (two gold, two silver and two bronze) in the women's 80-84 age division at the World Masters Association Track and Field Championships in Australia, Mary was selected as the Connecticut Masters Games Athlete of the Year.

That same year, she was named the USATF Athlete of the Year in her age group, while in the fall she was named Athlete of the Year for all age groups by the Massachusetts Velocity Track Club. That's three Athlete of the Year awards in one year at the age of 81.

Over the years, Mary Roman was the subject of many newspaper articles. During my own career as a local sports columnist, I wrote about her exploits often. I always referred to Mary Roman as "Norwalk's Ageless Wonder."

Mary's achievements in track and field are even more remarkable when you consider she contracted polio as a child. She was advised by her doctor to take up horseback riding as a way to strengthen her legs. As Mary herself often pointed out, "I guess it worked."

But track and field was not the only thing that kept this mother of five sons busy. Her work in the community included serving as Rotary Club president, a commissioner for the Oak Hills Golf Course, appointed to the Mayor's Police-Community Relations Advisory Committee, and the city's Charter Revision Commission. She was also a board member at STAR, the Norwalk Senior Center, the YMCA, and, at the time of her passing, was treasurer of the Norwalk Old Timers Athletic Association and a volunteer at the Norwalk Library Historical Room.

In addition, with her childhood background in horseback riding, Mary also found the time to volunteer with 'Pegasus,' an organization which provides therapeutic horseback riding for the mentally and physically challenged.

It seemed nothing could stop Mary Roman, but sadly a global pandemic finally did and on March 23, 2020, "Norwalk's Ageless Wonder" passed away of complications from the coronavirus disease at the age of 84.

But Mary Roman's presence, contributions, and impact on the city she loved and served should never be forgotten. Which is why it would be a fitting tribute for the track at Malmquist Field – right behind the City Hall building she once worked at -- be named in memory of one of Norwalk's true treasures.

Zoom Meeting Request Form

Meeting Name
Recreation, Parks & Cultural Affairs Committee

Meeting Date
11-Sep-24

Meeting Time
7:00PM

Meeting Duration (estimated)
2 Hours

Will there be public participation? (Y/N)

Yes

Dilene Byrd
dbyrd@norwalkct.gov

If yes, Staff member collecting public emails in advance of the mtg?

Name	Email
Robert Stowers	rstowers@norwalkct.gov
Ken Hughes	Khughes@norwalkct.gov
Darlene Young	councilmemberyoung@norwalkct.gov
Dilene Byrd	dbyrd@norwalkct.gov

Meeting Lead Staff

Other Meeting Staff

Other Meeting Staff

Other Meeting Staff

Meeting Chair

Minutes Taker

Committee/Commission/Council Members

Member Names

Member Email

James Frayer	councilmemberfrayer@norwalkct.gov
Darlene Young	councilmemberyoung@norwalkct.gov
Nicolé Edday	councilmemberneaddy@norwalkct.gov
Barbara Smyth	councilmembersmyth@norwalkct.gov
Nora Niedzielski-Eichner	councilmemberniedzielski-eichner@norwalkct.gov
Dajuan Wiggins	councilmemberwiggins@norwalkct.gov
Heather Dunn	councilmemberdunn@norwalkct.gov
Nicol Demae Ayers	councilmemberayers@norwalkct.gov
Johan Lopez	councilmemberlopez@norwalkct.gov
Jalin Sead	councilmembersead@norwalkct.gov
Lisa Shanahan	councilmembershanahan@norwalkct.gov
Doug Sutton	councilmembersutton@norwalkct.gov
Greg Burnett	councilmemberburnett@norwalkct.gov
Josh Goldstein	councilmembergoldstein@norwalkct.gov

The list should include all members of the committee, commission, council, taskforce, etc. in which you are requesting the meeting.