

**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, JUNE 14, 2023.
REGULAR MEETING
7:00PM.**

Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.

Members of the public who wish to provide “live comments” will need to register in advance and 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. Please find the information using the link above.

Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

Members of the public who wish to provide public comment are encouraged to submit those via e-mail in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at dbyrd@norwalkct.gov to provide written comment prior to the meeting.

ATTENDANCE: Darlene Young, Chair, Jenn McMurrer; Nicol Ayers; John Kydes; Lisa Shanahan; Josh Goldstein

STAFF: Ken Hughes, Superintendent, Recreation and Parks

ROLL CALL

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

II MINUTES OF MAY 10, 2023

**** MS. MCMURRER MOVED TO APPROVE THE MINUTES AS SUBMITTED.
** THE MOTION PASSED WITH FOUR (4) IN FAVOR AND TWO (2) ABSTENTIONS- MR. GOLDSTEIN AND MS. SHANAHAN.**

III PUBLIC PARTICIPATION

There was no public participation this evening.

IV OLD BUSINESS

There was no old business discussed this evening.

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.

1. APPROVE THE USE OF SPRINGWOOD PARK AND IMMEDIATE SURROUNDING GROUNDS BY YOUTH BUSINESS INITIATIVE FOR THEIR COMMUNITY DAY EVENT TO BE HELD ON SATURDAY, JULY 22, 2023, FROM 9:00 AM TO 6:00 PM. SET-UP TO BEGIN AT 7:00 AM WITH TEAR-DOWN BY 5:00 PM. RAIN DATE: SUNDAY, JULY 23, 2023. APPROXIMATELY 200 PEOPLE.

Mr. Hughes said that this is an event that was held at Veteran's Park and was a very good event, but this year Mr. Wiggins would like to move it to Springwood Park which will be a great fit because there are basketball and tennis courts there as well as an open field.

Mr. Wiggins proved a brief overview of the event and said this will be the fourth annual community day basketball tournament and he is looking forward to the event.

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**** THE MOTION PASSED UNANIMOUSLY.**

2. APPROVE THE USE OF CALF PASTURE – LAWN ADJACENT TO CAFE & PARKING LOT AND IMMEDIATE SURROUNDING GROUNDS BY JDRF INTERNATIONAL FOR THEIR THE JDRF ONE WALK EVENT TO BE HELD ON SUNDAY, OCTOBER 15, 2023 FROM 8:00 AM TO 1:00 PM. SET UP ON FRIDAY, OCTOBER 14, 2023, FROM 9:00 AM TO 2:00 PM, AND SATURDAY, OCTOBER 15, 2023, FROM 5:00 AM TO 8:00 AM. TEAR DOWN ON SATURDAY, OCTOBER 15, 2023, FROM 1:00 PM TO 5:00 PM. APPROXIMATELY 200-500 PEOPLE.

Mr. Hughes provided a brief overview of event and said it is a walk for juvenile diabetes and is the first time the event will be held in Norwalk, but it is at the end of the beach season and does not expect the beach to be crowded. He said staff is working closely with the organizers of the event and thinks it will be a good event.

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**** THE MOTION PASSED UNANIMOUSLY.**

3. AUTHORIZE THE PURCHASING OFFICER TO ISSUE A PURCHASE ORDER TO MTE EQUIPMENT SOLUTIONS, INC. IN AN AMOUNT NOT TO EXCEED \$30,742.80, SOLE SOURCE PURCHASE OFF THE MA FA116 PRICING CONTRACT, FOR A 2023 SAND STAR III IN-FIELD PREP MACHINE FROM ACCOUNTS # 014150-5585 AND 0923-6030-5777-C0771.

Mr. Hughes said this is the equipment that is used to prep the clay ball fields and currently had an engine malfunction on one of the older machines and is no longer useable. Ms. Young asked what the life expectancy of the machine. Mr. Hughes said they have been getting 7-8 years, but they get a lot of use and that 20-25 fields per day are done with the two machines.

Ms. McMurrer asked if two machines is sufficient for the work that is being done and how quickly they can get the machine if approved this evening. Mr. Hughes said prior to this budget season there was only one ball field crew, but the Common Council was kind enough to approve additional employees so there are now two ball field crews. He said they currently have two machines, but the spare is the one that is down and if approved should be delivered within a month.

Mr. Goldstein asked how old the other machines are. Mr. Hughes said that one was purchased last year and the other is four years old.

MS. SHANAHAN MOVED TO AUTHORIZE THE PURCHASING OFFICER TO ISSUE A PURCHASE ORDER TO MTE EQUIPMENT SOLUTIONS, INC. IN AN AMOUNT NOT TO EXCEED \$30,742.80, SOLE SOURCE PURCHASE OFF THE MA FA116 PRICING CONTRACT, FOR A 2023 SAND STAR III IN-FIELD PREP MACHINE FROM ACCOUNTS # 014150-5585 AND 0923-6030-5777-C0771.

**** THE MOTION PASSED UNANIMOUSLY.**

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A THREE-YEAR CONTRACT WITH ACTIVE NETWORK, LLC FOR THE PURCHASE OF RECREATION MANAGEMENT SOFTWARE IN AN AMOUNT NOT TO EXCEED \$53,799.70 FOR YEAR 1, \$28,875.00 FOR YEAR 2, \$20,319 FOR YEAR 3, \$31,835 FOR YEAR 4 (EXTENSION) AND \$33,442.70 FOR YEAR 5 (EXTENSION). FUNDING FOR YEAR 1 THROUGH ARPA ACCOUNT; YEAR 2, 3, 4 AND 5 THROUGH THE RECREATION AND PARKS OPERATING BUDGET.

Mr. Hughes said this item is a technical correction and was approved last July and are currently in the contract phase with the legal department. He said in the original authorization the wrong number was used in year one and were \$2,500 too low and had to correct that.

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**** THE MOTION PASSED UNANIMOUSLY.**

5. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO KOMPAN, IN AN AMOUNT NOT TO EXCEED \$383,176.32 FOR THE SOLE SOURCE PURCHASE OF A NEW PLAYGROUND FOR VETERANS PARK, OFF THE OMNIA PURCHASING CONTRACT # 2017001135. FUNDING FROM THE DEEP BEAUTIFICATION GRANT ACCOUNT # 0923-030-5796-C0832.

Mr. Hughes said this is from the grant from the DEEP and had received \$4.5 million dollars for some work at Woodward Park, Veteran's Park, as well as citywide refuse systems. He said this item is for the playground replacement at Veteran's Park and is a larger playground compared to other sites but is an entire replacement.

Ms. Ayers asked when the last time the playground was replaced. Mr. Hughes said he will send the committee an email and provide a list of when the playground equipment was replaced at each of the sites. Ms. McMurrer asked if that list will include school playgrounds as well. Mr. Hughes said "yes". Ms. Ayers asked if there is a replacement plan based on priority and how the playground at Veterans Park was chosen to be first. Mr. Hughes said the DEEP grant focused on the waterfront areas and as part of the capital replacement plan there are two other playgrounds that will be replaced after July 1st. He also said through ARPA funding the playground at Flax Hill Park, Kendall School, Bouton Street, and Meadow Street will be replaced.

Mr. Goldstein asked when construction is expected to begin and when it will be completed. Mr. Hughes said it generally takes four to six months after the approval so it should be completed late fall/early winter.

Ms. McMurrer asked when the playground at Ludlow Park will be replaced. Mr. Hughes said the equipment has already been ordered.

Ms. Young asked if all the playground equipment is ADA compliant. Mr. Hughes said "yes".

Mr. Hughes shared photos of the new playground at Veteran's Park and Ludlow Park.

**** MR. GOLDSTEIN MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO KOMPAN, IN AN AMOUNT NOT TO EXCEED \$383,176.32 FOR THE SOLE SOURCE PURCHASE OF A NEW PLAYGROUND FOR VETERANS PARK, OFF THE OMNIA PURCHASING CONTRACT # 2017001135. FUNDING FROM THE DEEP BEAUTIFICATION GRANT ACCOUNT # 0923-030-5796-C0832.**

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VI DISCUSSION

Modify the Code of Norwalk, CT, Department of Recreation and Parks, Section 1-4, Pets, to add the following "At no time shall one handler have more than three dogs under his/her command.

Mr. Hughes said the Recreation and Parks department has an internal code for operations and have been fielding a lot of complaints about dog walkers at Cranbury Park with more than three dogs and asked the committee if there is any interest in possibly regulating the number of dogs per handler at Cranbury Park. Ms. Young asked how that could be controlled. Mr. Hughes said that they would coordinate with the Animal Control Officer and signage would be posted.

Ms. McMurrer requested that this item be brought to the Public Safety Committee before any decisions are made.

Ms. Ayers asked if this would just be from Cranbury Park or will it be citywide. Mr. Hughes said per the regulations dogs are not allowed at any other city park except for Cranbury Park and Taylor as they are dog parks so this would just pertain to Cranbury Park because Taylor Farm is an off-leash site so it would be difficult to patrol. Ms. McMurrer suggested that if this was to move forward that it pertain to both Cranbury Park and Taylor Farm.

Mr. Goldstein asked how many complaints there have been. Mr. Hughes said over the past few weeks there have been approximately six complaints.

Ms. Ayers suggested developing a partnership with Economic Development to do outreach. Ms. McMurrer suggested to do other types of outreach such as writing an opt-ed and getting people's opinions.

Mr. Goldstein suggested that staff reach out to other municipalities to see how they are handling this situation.

Ms. Young said that she has received some complaints regarding the new parking layout at the beach stating that it is difficult to get out of the beach. Mr. Hughes said the traffic engineers are working with the DPW engineers and are looking to change the one-way section by the volleyball courts back to a two-way which would elevate that issue.

Ms. McMurrer said if people donate toys to the toy library, please do not take them home and leave them there for other children to play with because none of the toys that she had donated are still there. Mr. Hughes said that signage has been added stating that as well.

ADJOURNMENT

**** MS. AYERS MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:45PM.

Respectfully submitted,

Dilene Byrd