

**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, MAY 11, 2022.
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.org to provide written comment prior to the meeting.

ATTENDANCE: Darlene Young, Chair; Thomas Keegan; John Kydes; Nicol Ayers; Jenn McMurrer; Lisa Shanahan

ABSENT: Josh Goldstein

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

OTHERS: Marvedia Tyson; Janet Evelyn; Dajuan Wiggins; Michael Riley; Jerry Toni; Jeff Steadman

I. MINUTES OF APRIL 13, 2022

**** MS. MC MURRER MOVED TO APPROVE THE MINUTES AS SUBMITTED.
** THE MOTION PASSED WITH ONE (1) ABSTENTION- MS. SHANAHAN.**

II. 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. 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 MATHEWS PARK AND IMMEDIATE SURROUNDING
GROUNDS BY TYSON TOURS & ENTERTAINMENT FOR THEIR BACK
TOGETHER AGAIN WITH FAMILY & FRIEND FUNDRAISER EVENT TO BE HELD
ON SATURDAY, JULY 2, 2022, FROM 2:30 PM TO 7:00 PM. SET-UP TO BEGIN AT
12:00 PM WITH TEAR-DOWN AT 7:30 PM. APPROXIMATELY 200 PEOPLE.**

Ms. Tyson said the July 2, 2022, date that is on the agenda is not the correct date and is the tentative rain date, and the actual date of the event is June 25, 2022. Ms. Young asked if July 2, 2022, is not available will there be an alternative rain day. Ms. Tyson said "yes" she would choose another date that is available. Ms. Tyson provided a brief overview of the event and said it is to get family and friends back

together after the pandemic. Ms. Ayers asked if the event is a public event. Ms. Tyson said “yes”. Ms. Ayers said since this is a new event how they would handle it if the attendance went over what is stated on the permit. Ms. Tyson said she is in control of the tickets and if she gets close to that number, she would announce through social media that no tickets would be sold at the gate. Ms. Ayers requested that staff work with Ms. Tyson on developing a plan for traffic and parking.

****MS. MC MURRER MOVED TO APPROVE THE USE OF MATHEWS PARK AND IMMEDIATE SURROUNDING GROUNDS BY TYSON TOURS & ENTERTAINMENT FOR THEIR BACK TOGETHER AGAIN WITH FAMILY & FRIEND FUNDRAISER EVENT TO BE HELD ON SATURDAY, JULY 2, 2022, FROM 2:30 PM TO 7:00 PM. SET-UP TO BEGIN AT 12:00 PM WITH TEAR-DOWN AT 7:30 PM.**

APPROXIMATELY 200 PEOPLE.

**** THE MOTION PASSED UNANIMOUSLY.**

2. APPROVE THE USE OF OYSTER SHELL PARK AND IMMEDIATE SURROUNDING GROUNDS BY NICE INC. FOR THEIR SIXTH ANNUAL NICE FESTIVAL EVENT TO BE HELD ON SATURDAY, JULY 9, 2022, FROM 11:00 AM TO 10:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 11:59 PM. APPROXIMATELY 500 + PEOPLE.

Ms. Evelyn provided a brief overview of the event and said it is the sixth annual festival and thanked the City of Norwalk for all the work that has been done at Oyster Shell Park. She said last year there were over 24 cultural performances across both stages and are looking to do the same this year and are expecting a large number of attendees. Ms. Young said that Ms. Evelyn has done an amazing job keeping the festival going and it is a great event for the City of Norwalk.

**** MS AYERS MOVED TO APPROVE THE USE OF OYSTER SHELL PARK AND IMMEDIATE SURROUNDING GROUNDS BY NICE INC. FOR THEIR SIXTH ANNUAL NICE FESTIVAL EVENT TO BE HELD ON SATURDAY, JULY 9, 2022, FROM 11:00 AM TO 10:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 11:59 PM. APPROXIMATELY 500 + PEOPLE**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR AND ONE (1) ABSTENTION - MS. MC MURRER.**

3. APPROVE THE USE OF NORWALK HIGH SCHOOL TRACK AND IMMEDIATE SURROUNDING GROUNDS BY NORTHEASTERN CONFERENCE FOR THEIR CHURCH TRACK MEET EVENT TO BE HELD ON SUNDAY, JULY 17, 2022, FROM 9:30 AM TO 5:00 PM. SET-UP TO BEGIN AT 8:00 AM WITH A TEAR-DOWN AT 5:30 PM. APPROXIMATELY 150 PEOPLE.

Mr. Edwards provided a brief overview of the event and said it has been taking place for past 38 years in many different locations and is scheduled to be held in Norwalk for July 17, 2022, and they will have medical staff on site.

**** MS. MC MURRER MOVED TO APPROVE THE THE USE OF NORWALK HIGH SCHOOL TRACK AND IMMEDIATE SURROUNDING GROUNDS BY NORTHEASTERN CONFERENCE FOR THEIR CHURCH TRACK MEET EVENT TO BE HELD ON SUNDAY, JULY 17, 2022, FROM 9:30 AM TO 5:00 PM. SET-UP TO BEGIN AT 8:00 AM WITH A TEAR-DOWN AT 5:30 PM. APPROXIMATELY 150 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY YOUTH BUSINESS INITIATIVE FOR THEIR COMMUNITY DAY BASKETBALL TOURNAMENT EVENT TO BE HELD ON SATURDAY, JULY 23, 2022, FROM 10:00 AM TO 5:00 PM. SET-UP TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 6:00 PM. RAIN DATE: SUNDAY, JULY 24, 2022. APPROXIMATELY 300 PEOPLE.

Mr. Wiggins provided a brief overview of the event and said this will be the third year the event has been held and there will be community providers on site to speak on what they do, and last year raised over \$14,000 and all the proceeds go to programming. Mr. Hughes said that Ripkas Café' will need to be contacted if any food will be onsite because they have the vendor rights at Calf Pasture Beach and Veteran's Park, but he will allow other vendors for types of food, they he does not serve.

**** MS. AYERS MOVED TO APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY YOUTH BUSINESS INITIATIVE FOR THEIR COMMUNITY DAY BASKETBALL TOURNAMENT EVENT TO BE HELD ON SATURDAY, JULY 23, 2022, FROM 10:00 AM TO 5:00 PM. SET-UP TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 6:00 PM. RAIN DATE: SUNDAY, JULY 24, 2022. APPROXIMATELY 300 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

5. APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK SEAPORT ASSOCIATION FOR THEIR SEAPORT FESTIVAL LOBSTER BAKE EVENT TO BE HELD ON SATURDAY AUGUST 27, 2022, FROM 2:00 PM TO 10:00 PM. SET-UP TO BEGIN AT 9:00 AM WITH TEAR-DOWN AT 11:00 PM. APPROXIMATELY 500 PEOPLE.

Mr. Riley and Mr. Toni provided a brief overview of the event and said they will be using the local entertainment tent and hold a lobster bake that will be open to the public and tickets will be sold in advance and can comfortably seat 200 people at a time and are hoping to have two seating's. Mr. Stowers said that a garbage plan will need to be provided and requested that they be responsible for cleaning the bathroom facilities. Ms. Young asked if there will be ample parking available. Mr. Toni said "yes" there will be plenty of parking available and will not interfere with the boaters at the docks.

**** MS. SHANAHAN MOVED TO APPROVE THE USE OF VETERANS PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK SEAPORT ASSOCIATION FOR THEIR SEAPORT FESTIVAL LOBSTER BAKE EVENT TO BE HELD ON SATURDAY AUGUST 27, 2022, FROM 2:00 PM TO 10:00 PM. SET-UP TO BEGIN AT 9:00 AM WITH TEAR-DOWN AT 11:00 PM. APPROXIMATELY 500 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

6. APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY WILLIAM RAVEIS CHARITABLE FUND FOR THEIR RAVEIS RIDE AND WALK 2022 EVENT TO BE HELD ON SUNDAY, SEPTEMBER 18, 2022, FROM 7:00 AM TO 2:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 3:00 PM. APPROXIMATELY 400 PEOPLE.

Mr. Ronzadi provided a brief overview of the event and said this is an annual event that has been held since 2015 and is a ride that supports a charitable fund.

**** MS. MC MURRER MOVED TO APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY WILLIAM RAVEIS CHARITABLE FUND FOR THEIR RAVEIS RIDE AND WALK 2022 EVENT TO BE HELD ON SUNDAY, SEPTEMBER 18, 2022, FROM 7:00 AM TO 2:00 PM. SET-UP TO BEGIN AT 5:00 AM WITH TEAR-DOWN AT 3:00 PM. APPROXIMATELY 400 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

7. APPROVE THE INSTALLATION OF THE JAMAICAN HERITAGE WALL PLAQUE, AT HERITAGE WALL, PRESENTED BY JANET EVELYN.

Ms. Evelyn said that Norwalk has a large group of Jamaicans in the community and Jamaica is celebrating its 60th anniversary on August 6, 2022, and Jamaicans are the largest group of foreign-born immigrants in the state of Connecticut and thought it would be an opportune time to acknowledge the Jamaican diaspora and the goal is to have the plaque installed to commemorate Jamaica's 60th anniversary and requested that the park cleaned up and the monuments be restored prior to the installation. Ms. Young asked what the timeline is. Ms. Evelyn said approximately 12 weeks. Mr. Stowers said that a drawing of the plaque has been sent to the Art Commission and they have approved it. Ms. Young asked what the maintenance schedule is for Heritage Park. Mr. Hughes said it is treated just like all the other sites and is mowed and trimmed weekly and the litter is picked up, but the restoration of the monuments is beyond staff's scope and would need to hire a company that specializes in cleaning monuments. Ms. Evelyn said the company she spoke to regarding the plaque installation does work in restoration and cleaning of monuments and she will forward him the contact information. Ms. Ayers said she does not think the timeline is feasible on the city's side and does not think it is appropriate to add an additional installation to that park until due diligence is done. Mr. Hughes said there are a few existing monuments on site that Ms. Evelyn would like to see cleaned for the dedication but in terms of the look of the park is cleaned and maintained. Mr. Stowers said if the monuments need to be cleaned up, they will hire a contractor to be sure that is done prior to the installation of the plaque. Ms. Evelyn said she would like to have the ceremony held on August 6, 2022. Mr. Hughes said that she will need to work with Ms. Kovacs on the special permit and bring it to the Recreation and Parks committee for approval.

**** MR. KEEGAN MOVED TO APPROVE THE INSTALLATION OF THE JAMAICAN HERITAGE WALL PLAQUE, AT HERITAGE WALL, PRESENTED BY JANET EVELYN.**

****THE MOTION PASSED UNANIMOUSLY.**

8. APPROVE THE MOORING PERMIT FEE CHANGES

Mr. Stowers said the mooring fees have not been raised since 2010 and the proposed increase in fees will be effective on January 1, 2023. Mr. Steadman said the last time there was an increase was on January 12, 2010, and this proposed increase will bring Norwalk in line with what other towns are charging and if passed the revenue will increase for the city. He said the current rate for private moorings, managed fields and private yacht clubs currently is \$3.00 per foot and the proposed increase is \$5.00 per foot and current commercial vessel fee is also \$3.00 per foot and are proposing an increase \$200 per vessel. He said last year there were 107 moorings that were registered online and there are also have three managed fields which are the Norwalk Yacht Club, the Rowayton Yacht Club and the Sprite Island Yacht Club and they would also be charged the \$5.00 per foot. He said the revenue last year was \$27,537 and if the amount and size of the boats stays the same after the proposed increase the revenue would increase to \$45,895.

Ms. Mc Murrer asked what do surrounding towns do in terms of a timeline rate increases and how we intend to increase rates moving forward. Mr. Steadman said the Chairman of the Harbor Management Commission had discussed doing these every two years.

Mr. Kydes asked if all the moorings in the harbor are controlled by the Harbor Management. Mr. Steadman said "yes". Mr. Kydes asked if the commercial vessels are the only ones that would be going to a flat fee. Mr. Steadman said "yes" that is correct. Mr. Kydes asked if Norwalk has moorings that can be rented. Mr. Steadman said anyone can get a mooring if they apply for a mooring permit, but they are currently in discussions to put in transient moorings. Mr. Romeo said there were always approved transient mooring spots there were south of the visitors dock but the last time it was dredged all the tackle was removed and was never put back in and they will now try to put at least five of the seven moorings back and are also seeing if there is an appropriate place near the islands to put transient moorings.

**** MS. MC MURRER MOVED TO APPROVE THE MOORING PERMIT FEE CHANGES
** THE MOTION PASSED UNANIMOUSLY.**

VI. DISCUSSION

Ms. Young requested an update on the master plan. Mr. Stowers said the timeline for the survey for the data collection has ended and will be briefing the mayor's office in late May and will be working closely with the Board of Education. He said that in mid-July staff will brief the Recreation and Parks committee and on July 26, 2022, will brief the Common Council and is hoping to have a draft of the plan ready by late fall. Mr. Stowers said one of the things he is trying to add to the master plan is to add a location study for the welcoming center at Veterans Park and are hoping to have it completed within the next 60 days. Mr. Kydes asked how this came to fruition because the marine police unit is not currently paying any rent and have the use of the dock and asked who made the request to build a facility and have them moved from the current location. Mr. Stowers said he does not know the history but as far as he knows the idea has been in discussions for a few years. Mr. Kydes asked if there is grant funding available for this. Mr. Stowers said they have \$35,000 available that will be used for the study and their hope is to go to the Port Authority to request funding and he will keep the committee updated.

Mr. Stowers provided an update on the accreditation and said there are five teams that are identifying which standards, policies, and procedures that we currently do not have and is hoping to submit the application in late fall or early winter.

Mr. Stowers said they have been working more closely with the Board of Education and are establishing a joint use agreement and he has just completed the first draft and was sent to them today for their review. He said they are also looking for a new scheduling platform that will tie in with the joint use agreement and also compliments and integrates with the financial and IT system.

Ms. Mc Murrer asked that as this relationship with the Board of Education is opened that they keep the school grounds in mind because there is always a question of what the responsibility is of the custodians versus, the city.

Ms. Young as for an update on the status of the Healing Wall. Mr. Stowers said it is moving forward and that Mr. DeWitt is doing a fantastic job and there has been good communication and will be a great event.

Mr. Ayers expressed her concerns regarding the procedures for new events and those who made need additional support. Mr. Stowers agreed and said that staff is needed to be onsite for some of the events so he will be looking at the overtime budget.

Mr. Kydes said with the new budget approval that there will be two additional employees for field maintenance and asked when the hiring process will begin. Mr. Stowers said once the summer camp registration winds down they will begin the hiring process and there was also an electrician and Supervisor of Recreation position approved by using budget adjustments and will soon begin to write those job descriptions.

Ms. Young thanked Mr. Stowers for all the good work that is being done and thanked Ms. Korkatzis for the work that she has put in and has made some significant changes and impact on our summer camp and how we operate.

ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 9:15PM.

Respectfully submitted,

Dilene Byrd