

**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, MARCH 8, 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.org to provide written comment prior to the meeting.

ATTENDANCE: Darlene Young, Chair, Jenn McMurrer; Josh Goldstein; Lisa Shanahan; Diana Revolus; Nicol Ayers (arrived at 7:45PM)

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

OTHERS: Daniel Kromidas; Steven Quatela; Lindsay Griffin; Matt Corry; Edson Rivas; Silvy Iannacone; Kent Tullo;

I ROLL CALL

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

II MINUTES OF FEBRUARY 8, 2023

**** MS. MCMURRER MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

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 VETERANS MEMORIAL PARK FIELD AND IMMEDIATE SURROUNDING GROUNDS BY VOX CHURCH FOR THEIR LOCAL EASTER EGG HUNT TO BE HELD ON SATURDAY, APRIL 1, 2023, FROM 10:00 AM TO 12:00 PM. SET-UP TIME TO BEGIN AT 7:30 AM WITH TEAR-DOWN 1:00 PM. RAIN DATE: SATURDAY, APRIL 8, 2023. APPROXIMATELY 300 PEOPLE. DANIEL KROMIDAS

Mr. Kromidas provided a brief overview of the event and said this will be the first time the event will be held and is open to community, and the egg hunt and is sponsored by the church and there will be volunteers on site to assist with parking. Mr. Stowers said they have gone above and beyond on the permit, so he sees no issues with the event.

****MS. YOUNG MOVED TO APPROVE THE USE OF VETERANS MEMORIAL PARK FIELD AND IMMEDIATE SURROUNDING GROUNDS BY VOX CHURCH FOR THEIR LOCAL**

EASTER EGG HUNT TO BE HELD ON SATURDAY, APRIL 1, 2023, FROM 10:00 AM TO 12:00 PM. SET-UP TIME TO BEGIN AT 7:30 AM WITH TEAR-DOWN 1:00 PM. RAIN DATE: SATURDAY, APRIL 8, 2023. APPROXIMATELY 300 PEOPLE.
** THE MOTION PASSED UNANIMOUSLY.

2. APPROVE THE USE OF CRANBURY PARK PAVILION AND IMMEDIATE SURROUNDING GROUNDS BY ANCHOR ACADEMY, INC DBA REGINA PACIS ACADEMY FOR THEIR FIELD DAY TO BE HELD ON FRIDAY, JUNE 2, 2023 FROM 9:00 AM TO 3:00 PM. SET-UP TIME TO BEGIN AT 8:30 AM WITH TEAR-DOWN 3:30 PM. APPROXIMATELY 215 PEOPLE. STEVEN QUATELA

Mr. Quatela provided a brief overview of the event and said it is the third time the event will be held, and it has always been a well-attended event. Mr. Stowers said that staff has had no issues with event and encourages that they continue to hold the event.

** MS. YOUNG MOVED TO APPROVE THE USE OF CRANBURY PARK PAVILION AND IMMEDIATE SURROUNDING GROUNDS BY ANCHOR ACADEMY, INC DBA REGINA PACIS ACADEMY FOR THEIR FIELD DAY TO BE HELD ON FRIDAY, JUNE 2, 2023, FROM 9:00 AM TO 3:00 PM. SET-UP TIME TO BEGIN AT 8:30 AM WITH TEAR-DOWN 3:30 PM. APPROXIMATELY 215 PEOPLE.
** THE MOTION PASSED UNANIMOUSLY.

3. APPROVE THE USE OF TAYLOR FARM PARK AND IMMEDIATE SURROUNDING GROUNDS BY MULTIPLE MYELOMA RESEARCH FOUNDATION C/O EVENT 360, INC FOR THEIR MMRF TEAM FOR CURES WALK/RUN TO BE HELD ON SATURDAY, JUNE 3, 2023 FROM 7:30 AM TO 11:00 AM. SET-UP TIME TO BEGIN ON FRIDAY, JUNE 2, 2023, AT 8:00 AM WITH TEAR DOWN SATURDAY, JUNE 3, 2023, AT 4:00 PM. APPROXIMATELY 350 PEOPLE. LINDSAY GRIFFIN

Ms. Griffin provided an overview of the event and said the event has been held for several years and clarified that the tear down will be completed by 4:00PM on June 3rd. Mr. Stowers said it is a great annual event and they are close to completing the special event permit.

** MS. YOUNG MOVED TO APPROVE THE USE OF TAYLOR FARM PARK AND IMMEDIATE SURROUNDING GROUNDS BY MULTIPLE MYELOMA RESEARCH FOUNDATION C/O EVENT 360, INC FOR THEIR MMRF TEAM FOR CURES WALK/RUN TO BE HELD ON SATURDAY, JUNE 3, 2023, FROM 7:30 AM TO 11:00 AM. SET-UP TIME TO BEGIN ON FRIDAY, JUNE 2, 2023, AT 8:00 AM WITH TEAR DOWN SATURDAY, JUNE 3, 2023, AT 4:00 PM. APPROXIMATELY 350 PEOPLE.
** THE MOTION PASSED UNANIMOUSLY.

4. APPROVE THE USE OF VETERANS MEMORIAL PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK LACROSSE ASSOCIATION FOR THEIR POUND ON THE SOUND LACROSSE JAMBOREE EVENT TO BE HELD ON SATURDAY, JUNE 3 AND SUNDAY, JUNE 4, 2023 FROM 8:00 AM TO 5:00 PM. SET-UP ON SATURDAY, JUNE 3, 2023, AT 6:30 AM WITH TEAR-DOWN ON SUNDAY, JUNE 4, 2023, AT 6:00 PM. APPROXIMATELY 400 PEOPLE. MATT CORRY

Mr. Corry provided a brief overview of the event and said they are bringing back Pound on the Sound and that it was held for 10 years prior to Covid and have the energy and enthusiasm to bring it back. Mr. Stowers said that staff met with the organization yesterday and that lacrosse is a growing sport and is exposed through these types of tournaments.

**** MS. YOUNG MOVED TO APPROVE THE USE OF VETERANS MEMORIAL PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK LACROSSE ASSOCIATION FOR THEIR POUND ON THE SOUND LACROSSE JAMBOREE EVENT TO BE HELD ON SATURDAY, JUNE 3 AND SUNDAY, JUNE 4, 2023, FROM 8:00 AM TO 5:00 PM. SET-UP ON SATURDAY, JUNE 3, 2023, AT 6:30 AM WITH TEAR-DOWN ON SUNDAY, JUNE 4, 2023, AT 6:00 PM. APPROXIMATELY 400 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

5. APPROVE THE USE OF VETERANS MEMORIAL PARK AND IMMEDIATE SURROUNDING GROUNDS BY TRIANGLE COMMUNITY CENTER FOR THEIR PRIDE IN THE PARK EVENT TO BE HELD ON SATURDAY, JUNE 10, 2023, FROM 12:00 PM TO 8:00 PM. SET-UP TIME TO BEGIN ON SATURDAY, JUNE 10, 2023, AT 8:00 AM WITH TEAR-DOWN AT 10:00 PM. RAIN DATE: SUNDAY, JUNE 11, 2023. APPROXIMATELY 6,000 PEOPLE. EDSON RIVAS

Mr. Rivas provided a brief overview of the event and said the event will be moved from Mathews Mansion to Veterans Park which will provide a lot more space to grow the event and will provide much needed foot traffic to the businesses in South Norwalk. He requested some time the evening before the event for vendor set up. Mr. Hughes suggested that he contact Ms. Kovacs. Mr. Stowers said that these events are held all over the country and staff is in support of the event. Ms. Young asked if 6,000 is the normal number of attendees. Mr. Rivas said last year there were approximately 8,500 attendees and that they are anticipating more attendees this year over the eight-hour event.

**** MS. YOUNG MOVED TO APPROVE THE USE OF VETERANS MEMORIAL PARK AND IMMEDIATE SURROUNDING GROUNDS BY TRIANGLE COMMUNITY CENTER FOR THEIR PRIDE IN THE PARK EVENT TO BE HELD ON SATURDAY, JUNE 10, 2023, FROM 12:00 PM TO 8:00 PM. SET-UP TIME TO BEGIN ON SATURDAY, JUNE 10, 2023, AT 8:00 AM WITH TEAR-DOWN AT 10:00 PM. RAIN DATE: SUNDAY, JUNE 11, 2023. APPROXIMATELY 6,000 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

6. APPROVE THE USE OF THE SHOW MOBILE AT CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY THIRD TAXING DISTRICT FOR THEIR THIRD TAXING DISTRICT SUMMER CONCERT SERIES TO BE HELD ON SUNDAY, JULY 16, 23, 30, AUGUST 6, 13, 20 AND 27, 2023 FROM 5:00 PM TO 7:00 PM. SET-UP TIME TO BEGIN ON EVERY SUNDAY AT 1:00 PM WITH TEAR-DOWN AT 8:00 PM. APPROXIMATELY 300-350 PEOPLE.

Mr. Hughes said that the event has been held for over 27 years and there have been no issues.

**** MS. YOUNG MOVED TO APPROVE THE USE OF THE SHOW MOBILE AT CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY THIRD TAXING DISTRICT FOR THEIR THIRD TAXING DISTRICT SUMMER CONCERT SERIES TO BE HELD ON SUNDAY, JULY 16, 23, 30, AUGUST 6, 13, 20 AND 27, 2023 FROM 5:00 PM TO 7:00**

PM. SET-UP TIME TO BEGIN ON EVERY SUNDAY AT 1:00 PM WITH TEAR-DOWN AT 8:00 PM. APPROXIMATELY 300-350 PEOPLE.

**** THE MOTION PASSED UNANIMOUSLY.**

7. APPROVE THE USE OF CRANBURY PARK AND IMMEDIATE SURROUNDING GROUNDS BY STEW LEONARD'S FOR THEIR ANNUAL SUMMER PICNIC TO BE HELD ON TUESDAY, JULY 18, 2023, FROM 11:00 AM TO 6:00 PM. SET-UP TIME TO BEGIN AT 8:00 AM WITH TEAR-DOWN AT 7:00 PM. RAIN DATE: WEDNESDAY, JULY 19, 2023. APPROXIMATELY 200-350 PEOPLE. SILVY IANNAONE

Ms. Iannacone provided a brief overview of the event and said the event is held every year for the team members.

**** MS. YOUNG MOVED TO APPROVE THE USE OF CRANBURY PARK AND IMMEDIATE SURROUNDING GROUNDS BY STEW LEONARD'S FOR THEIR ANNUAL SUMMER PICNIC TO BE HELD ON TUESDAY, JULY 18, 2023, FROM 11:00 AM TO 6:00 PM. SET-UP TIME TO BEGIN AT 8:00 AM WITH TEAR-DOWN AT 7:00 PM. RAIN DATE: WEDNESDAY, JULY 19, 2023. APPROXIMATELY 200-350 PEOPLE.**

**** THE MOTION PASSED UNANIMOUSLY.**

8. APPROVE THE USE OF VETERANS MEMORIAL PARK, SOCCER FIELD CLOSEST TO BRIDGE AND IMMEDIATE SURROUNDING BY TRIBALL CHAMPIONSHIP USA, LLC FOR THEIR U.S. TRIBALL CHAMPIONSHIP TO BE HELD ON SATURDAY, JULY 29, 2023, FROM 11:30 AM TO 6:00 PM. SET-UP TIME TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 6:00 PM. RAIN DATE: SATURDAY, AUGUST 5, 2023. APPROXIMATELY 144 PEOPLE. JEREMIAH SHWARZ/ALEXANDRA GIARDINA

**** THE ITEM WAS TABLED.**

9. APPROVE THE USE OF OYSTER SHELL PARK AND IMMEDIATE SURROUNDING GROUNDS BY FAMILY & CHILDREN'S AGENCY FOR THEIR EATS & BEATS FOOD FESTIVAL TO BE HELD ON SATURDAY, AUGUST 12, 2023, FROM 11:00 AM TO 8:00 PM. SET-UP TIME TO BEGIN AT 10:00 AM WITH TEAR-DOWN AT 8:00 PM. APPROXIMATELY 300 PEOPLE. SHARON SMITH

**** THE ITEM WAS TABLED.**

10. APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY MOUNTAIN WORKSHOP FOR THEIR TEAM BUILDING POSITIVE SCHOOL CLIMATE PROGRAMS TO BE HELD ON MONDAY, SEPTEMBER 11, 2023, FROM 8:00 AM TO 3:00 PM. SET-UP TIME TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 4:00 PM. APPROXIMATELY 350 PEOPLE. KENT TULLO

Mr. Tullo provided a brief overview of the event and said this is the standard field day/stem build programs for kids and is a great program with a great set of activities.

**** MS. YOUNG MOVED TO APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY MOUNTAIN WORKSHOP FOR THEIR TEAM BUILDING POSITIVE SCHOOL CLIMATE PROGRAMS TO BE HELD ON MONDAY,**

SEPTEMBER 11, 2023, FROM 8:00 AM TO 3:00 PM. SET-UP TIME TO BEGIN AT 7:00 AM WITH TEAR-DOWN AT 4:00 PM. APPROXIMATELY 350 PEOPLE.

**** THE MOTION PASSED UNANIMOUSLY.**

11. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO R&S RENTALS AND SALES IN AN AMOUNT NOT TO EXCEED \$36,140.11 FOR THE PURCHASE OF A KUBOTA L4760HST TRACTOR OFF SOURCEWELL CONTRACT : 031121. FROM ACCOUNT # 0923-6030-5777-C071.

Mr. Hughes said this tractor will replace one of the multi-use tractors.

****MS. YOUNG MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO R&S RENTALS AND SALES IN AN AMOUNT NOT TO EXCEED \$36,140.11 FOR THE PURCHASE OF A KUBOTA L4760HST TRACTOR OFF SOURCEWELL CONTRACT : 031121.**

**** THE MOTION PASSED UNANIMOUSLY.**

12. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO FINCH TURF, INC. IN AN AMOUNT NOT TO EXCEED \$28,499.00 FOR THE SOLE SOURCE PURCHASE OF A REDEXIM VERTI TOP 1800,ARTIFICIAL TURF FIELD GROOMER, FROM ACCOUNT # 0923-6030-5777-C071.

Mr. Hughes said the turf field groomer attachment will be used to maintain the turf fields.

**** MS. YOUNG MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO FINCH TURF, INC. IN AN AMOUNT NOT TO EXCEED \$28,499.00 FOR THE SOLE SOURCE PURCHASE OF A REDEXIM VERTI TOP 1800, ARTIFICIAL TURF FIELD GROOMER, FROM ACCOUNT # 0923-6030-5777-C071.**

**** THE MOTION PASSED WITH (3) THREE IN FAVOR AND (1) ONE ABSTENTION- MS. SHANAHAN.**

13. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH MGT FOR A STUDY AND ANALYSIS OF THE CITY OF NORWALK-CONNECTICUT'S RECREATION AND PARKS DEPARTMENT FEES AND CHARGES, AND TO RECOMMEND A FEES AND CHARGES POLICY, FOR AN AMOUNT NOT TO EXCEED \$61,550.00 FROM ACCOUNT NUMBERS # 134010-5796-ARP02 AND 134010-5796-ARP03.

Mr. Stowers said this is for a comprehensive study on the fees and charges and a qualitative study will be done to recommend a fees and charges policy. He said it went through the RFP process and they have selected MGT and the goal is to have the final results by early May. Mr. Goldstein asked if ARPA funds will be used to pay for the study. Mr. Stowers said "yes".

**** MS. YOUNG MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH MGT FOR A STUDY AND ANALYSIS OF THE CITY OF NORWALK-CONNECTICUT'S RECREATION AND PARKS DEPARTMENT FEES AND CHARGES, AND TO RECOMMEND A FEES AND CHARGES POLICY, FOR AN AMOUNT**

NOT TO EXCEED \$61,550.00 FROM ACCOUNT NUMBERS # 134010-5796-ARP02 AND 134010-5796-ARP03.

**** THE MOTION PASSED UNANIMOUSLY.**

VI DISCUSSION

1. Calf Pasture Parking Lot reconstruction project, update.

Mr. Hughes provided an update on the reconstruction project at Calf Pasture beach parking lot and said that it is approximately 60% complete and they have begun dismantling the existing skate park. He said the new design of the parking lot will flow nicely at the entrance and a few major changes include removing the jersey barriers that were used to designate non-resident parking and the new parking will be color-coded, a lot of infrastructure will be added within the parking lot that will collect stormwater runoff which will be used in the planting beds, and one of the biggest changes in the design will be on the exit of the beach and the addition of a pedestrian drop off area. He said pre-construction the parking lot accommodated 519 total spaces and with the new design will accommodate 545 total spaces, and the entire lot will be restriped and heavily planted. Ms. McMurrer asked how many of the parking spaces will be resident parking. Mr. Hughes said in the main parking lot there are 395 resident parking spaces and 150 non-resident parking spaces, and site wide will have 100 more resident parking spaces along the water, 100 parking spaces along the gravel and 60 parking spaces at Shady Beach for a total of 660 parking spaces for residents, and 150 parking spaces for non-residents. Ms. McMurrer requested that Mr. Hughes explain the need for this project. Mr. Hughes said there were several needs the first being the parking lot needed to be repaved and a drainage issue needed to be repaired so the water can be redirected into the planting beds to avoid it from going into the sound. He said a better circulation of traffic was also needed as well as increased pedestrian safety. Mr. Goldstein asked if part of the fee study will encompass whether there is a change in the fee structure for non-resident parking. Mr. Hughes said "yes". Mr. Goldstein asked when the project is expected to be completed. Mr. Hughes said there is a target date of May 15, 2023.

Ms. Ayers joined the meeting at 7:45PM.

2. Proposed fees and charges.

Mr. Stowers presented the proposed fees and charges for fiscal year 2023/24 and said the charter requires a public hearing anytime fees are raised, and some fees have been increased slightly due to inflation and to support funding requests in the budget. Ms. Ayers said that a few weeks ago she received an email from a constituent complaining about the amount he had to pay to access the beach. Mr. Hughes said if a resident's vehicles is not registered in Norwalk there is a fee of \$250 for a season pass because the pass system at the beach is based on vehicle registration. Ms. Ayers asked how that rate compares to other neighboring communities. Mr. Hughes said Westport will be changing their fee to \$545 for non-resident parking. Mr. Hughes added that if anyone has any questions regarding parking to contact the Recreation and Parks office.

ADJOURNMENT

**** MS. MCMURER MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:00PM.

Respectfully submitted,

Dilene Byrd