



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

WEDNESDAY, JULY 8, 2026.

REGULAR MEETING

7:00 PM.



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 comments prior to the meeting.

ATTENDANCE: Darlene Young, Chair; Nicole’ Eaddy; Jesse Buccolo; Richard Dellinger; Johan Lopez (arrived at 7:04 PM)

ABSENT: Nicol Ayers

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

OTHERS: Ryan Downey; Amy Hodgekins; Melodye Green-Ragin; Katherine Snedaker;
Marvita Tyson

I. CALL TO ORDER

Ms. Young called the meeting to order at 7:02 PM.

II. ROLL CALL

Ms. Young called the roll, and all those listed were present.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: June 10, 2026

**** MR. DELLINGER MOVED TO APPROVE THE MINUTES AS
SUBMITTED.**

**** THE MOTION PASSED UNANIMOUSLY**

IV. PUBLIC PARTICIPATION

There was no public participation this evening.

V. OLD BUSINESS

There was no old business discussed this evening.

VI. NEW BUSINESS

A. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN AGREEMENT FOR THE USE OF NATHANIEL ELY SCHOOL FIELD AND IMMEDIATE SURROUNDING GROUNDS BY PROJECT 9 FOUNDATION FOR THEIR COMMUNITY FUN DAY TO BE HELD ON SATURDAY, AUGUST 15TH, 2026, FROM 12:00 P.M TO 6:00 P.M WITH SET-UP AT 11:00 A.M AND TEAR-DOWN BY 7:00 P.M. APPROXIMATELY 75 PEOPLE.

Mr. Stowers provided a brief overview of the event and said that staff supports it.

**** MR. BUCCOLO MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

B. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN AGREEMENT FOR THE USE OF MATHEWS PARK AND IMMEDIATE SURROUNDING GROUNDS BY MARVEDIA TYSON/TYSON TOURS FOR THEIR BACK TOGETHER AGAIN WITH FAMILY & FRIENDS TO BE HELD ON SUNDAY, AUGUST 9TH, 2026, FROM 2:00 P.M. TO 7:00 P.M WITH SET-UP AT 12:00 P.M. AND TEAR-DOWN BY 8:00 P.M. APPROXIMATELY 300 PEOPLE.

Mr. Stowers provided a brief overview of the event and said that staff supports it.

**** MS. EADDY MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

C. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN AGREEMENT FOR THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY PROJECT PURPLE FOR THEIR STEPS FOR A CURE: CONNECTICUT TO BE HELD ON SUNDAY, OCTOBER 25TH, 2026, FROM 9:00 A.M. TO 11:30 A.M. WITH SET-UP AT 6:30 A.M. AND TEAR-DOWN BY 12:15 P.M. APPROXIMATELY 350 PEOPLE.

Mr. Downey provided a brief overview of the event.

**** MR. DELLINGER MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

D. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN AGREEMENT FOR THE USE OF BRIEN MCMAHON HIGH SCHOOL CASAGRANDE FIELD AND IMMEDIATE SURROUNDING GROUNDS BY BMHS BAND PARENTS FOR THEIR CELEBRATION OF SOUND TO BE HELD ON

SATURDAY, SEPTEMBER 19TH, 2026, FROM 9:00 A.M. TO 11:00 P.M.
APPROXIMATELY 2,000 PEOPLE.

Ms. Hodgekins provided a brief overview of the event.

**** MR. DELLINGER MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

E. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN
AGREEMENT FOR THE USE OF WASHINGTON STREET PLAZA AND
IMMEDIATE SURROUNDING GROUNDS BY MELLODY GREEN-RAGIN/L.I.F.T.
FOUNDATION FOR THEIR BLACK HERITAGE PARADE CELEBRATION TO BE
HELD ON SATURDAY, SEPTEMBER 26TH, 2026, FROM 9:00 A.M. TO 6:00 P.M.
WITH SET-UP AT 7:00 A.M. AND TEAR-DOWN BY 10:45 P.M. APPROXIMATELY
200 PEOPLE.

Ms. Green-Ragin provided a brief overview of the event.

**** MS. EADDY MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

F. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN
AGREEMENT FOR THE USE OF TAYLOR FARM AND IMMEDIATE
SURROUNDING GROUNDS BY KATHERINE SNEDAKER FOR THEIR
NORWALK DOGS 4TH BIRTHDAY PARTY TO BE HELD ON SATURDAY,
SEPTEMBER 12TH, 2026, FROM 11:00 A.M. TO 3:00 P.M. WITH SET-UP AT
10:30 A.M. AND A RAIN DATE OF SUNDAY, SEPTEMBER 13TH.
APPROXIMATELY 200 PEOPLE.

Ms. Snedaker provided a brief overview of the event and noted that the date has been changed to August 22, 2026, with a rain date of August 23, 2026.

**** MR. DELLINGER MOVED TO APPROVE THE ITEM CONTINGENT UPON**
THERE BEING NO CONFLICTS ON THOSE DATES.

**** THE MOTION PASSED UNANIMOUSLY.**

G. AUTHORIZE THE MAYOR, BARBARA C. SMYTH TO ENTER INTO A 1 YEAR
CONTRACT EXTENSION WITH ALMSTEAD TREE, PROJECT #4047, TREE
REMOVAL AND TRIMMING SERVICES, IN AN AMOUNT NOT TO EXCEED
\$200,000.00 FROM ACCOUNTS 014029 5298, 09196030 5777 C0370,

09226030 5777 C0370, 09276030 5777 C0370, 09274021 5777 C0318, 09274201 5777 C0021.

Mr. Hughes said the city has a current tree removal/trimming contract with Almstead Tree and staff would like to exercise a one-year extension on that contract for both DPW and Recreation and Parks.

**** MR. DELLINGER MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

H. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO ENTER INTO AN AGREEMENT FOR CATERING SERVICES AT GALLAHER MANSION AND SOUTH NORWALK RECREATION CENTER, PROJECT # 4512, WITH THE FOLLOWING VENDORS; CALIPH'S, INC. D/B/A ALCHEMY CUSTOM CELEBRATIONS & CUISINE, D/B/A FESTIVITIES, SIMPLY DELICIOUS CATERING, LLC, SPYC BABE CATERING SERVICES LLC, WINFIELD STREET FOOD CONCEPTS LLC, AND MUNCH EATERY LLC, ALL TO BE PLACED ON THE PREFERRED CATERING LIST.

Mr. Stowers said that an RFQ was issued for preferred caterers, that these five were chosen, and that they offer a variety of food options. Ms. Eaddy questioned if the preferred caterers were from Norwalk.

**** MR. BUCCOLO MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

I. AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH KEYSTONE CIVIC STRATEGIES FOR THE 4519 RISK MANAGEMENT PROGRAM ASSESSMENT AND ACCREDITATION SUPPORT FOR \$98,750.00 FROM AUGUST 1, 2026 THROUGH DECEMBER 31, 2027. THE CITY INSURANCE FUND – LAP ACCOUNT – PROFESSIONAL SERVICES (MUNIS ACCOUNT: 16-13-43-5258).

1. Authorize the Recreation and Parks Director or designee to issue three (3) One (1) year contract extensions on the Keystone Civic Strategies contract.

Mr. Stowers noted that as Recreation and Parks completes the accreditation process, one of the requirements is a risk management program assessment plan and implementation, and that the accreditation consultant has reviewed the proposal and agreed that it will meet the accreditation requirements.

**** MR. DELLINGER MOVED TO APPROVE THE ITEM.**
**** THE MOTION PASSED UNANIMOUSLY.**

Ms. Young noted that Ms. Tyson joined the meeting at 7:15 PM. Ms. Tyson provided a brief overview of the Back Together Again with Family and Friends event.

VII. DISCUSSION

There was no discussion this evening.

VIII. ADJOURNMENT

**** MR. BUCCOLO MOVED TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY.**
The meeting was adjourned at 7:56 PM.

Respectfully submitted,

Dilene Byrd