



REGULAR MEETING – ARTS AND CULTURE COMMISSION AGENDA

JANUARY 6, 2026, 6:00 PM
BY ZOOM VIRTUAL MEETING

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 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 provide "live comments" may also 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 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 included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Sabrina Godeski at sgodeski@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ACCEPTANCE OF MINUTES**
 - A. **Regular Meeting: December 2, 2025**
- IV. **PUBLIC PARTICIPATION**
- V. **OLD BUSINESS**
 - A. **Authorize the sponsorship of the Norwalk Film Festival - CT TV Fest in the amount of \$1,000.**

Acct: 01-1450-5623
- VI. **NEW BUSINESS**

VII. DISCUSSION

VIII. ADJOURNMENT

**CITY OF NORWALK
ARTS AND CULTURE COMMISSION
REGULAR MEETING MINUTES – DECEMBER 2, 2025
VIA ZOOM VIRTUAL CONFERENCE**

MEMBERS PRESENT: Brian Kaspr (Chair), Danny L. George, Steven Rust, Nori Grudin, Bob Abriola, Janay Sylvester, Marc Alan, Kevin Huffman (Ex-Officio Member).

STAFF PRESENT: Sabrina Godeski

I. CALL TO ORDER

Mr. Kaspr called the meeting to order at 6:00 p.m.

II. ROLL CALL

Ms. Godeski conducted roll call. A quorum was confirmed.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: October 7, 2025

****MR. ABRIOLA MOVED TO APPROVE THE MINUTES OF OCTOBER 7, 2025, REGULAR MEETING.**

****MS. SYLVESTER SECONDED THE MOTION.**

****THE MOTION PASSED WITH ONE ABSTENTION – MR. GEORGE.**

The minutes were approved as presented with no amendments, corrections, or omissions.

IV. PUBLIC PARTICIPATION

There was no public participation.

V. NEW BUSINESS

A. Endorse the Arts and Cultural Plan for inclusion in the Plan of Conservation and Development

Mr. Martin Cohen and Mr. David Plettner-Saunders of the Cultural Planning Group presented a detailed overview of the Arts and Cultural Plan. Mr. Plettner-Saunders reviewed the extensive 2025 engagement process including stakeholder interviews, discussion groups, community forums, an online survey that received 390 responses, and three steering committee meetings. He highlighted key findings including the need for better connectivity within the district, stronger infrastructure, improved perception of safety, increased artist support, historic preservation, and strong management capacity. He noted creative tensions around the district's unusually large size, rapid development versus displacement concerns, and balancing service to residents with

regional tourism goals. Survey results showed strong resident desire for more local arts programming and public art. Benchmarking of six comparable districts emphasized the necessity of stable funding, professional management, and consistent year-round programming. Mr. Cohen discussed the district's identity and authentic post-industrial character, the vision statement, five major goals, and implementation strategies including potential formation of a special services district. The Commission engaged in questions and discussion and expressed unanimous enthusiasm for the plan.

****MR. ALAN MOVED TO ENDORSE THE ARTS AND CULTURAL PLAN FOR INCLUSION IN THE CITY OF NORWALK PLAN OF CONSERVATION AND DEVELOPMENT.**

****MR. GEORGE SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

B. 2026 Events Discussion

The Commission held a brief preliminary discussion about potential events for 2026. No specific proposals were advanced and no action was taken.

C. Review of Merchandise Design Competition

Ms. Godeski reported that the Commission previously developed the iHeart Norwalk logo, which is now widely visible throughout the city. The initial merchandise run consisted of basic items such as gray t-shirts, gray sweatshirts, hats, and koozies featuring only the logo. All inventory from that run has been completely sold out. In order to create more unique, exciting, and visually appealing merchandise that could generate a positive return on investment and additional revenue for the Commission, staff launched a local design competition open to the public. Ms. Godeski stated that submissions are currently being accepted and encouraged continued promotion of the competition. The Commission expressed enthusiasm for the project and looked forward to reviewing the submitted designs at a future meeting. No formal action was taken.

D. Authorize the sponsorship of the Norwalk Film Festival – CT TV Fest in the amount of \$5,000

Mr. Huffman presented a request for \$5,000 sponsorship of the Norwalk Film Festival – CT TV Fest from account 01-1450-5623. He described the event's scope, anticipated attendance, and promotional benefits to the city. The Commission discussed the request positively.

****MR. GEORGE MOVED TO TABLE THE SPONSORSHIP OF THE NORWALK FILM FESTIVAL – CT TV FEST IN THE AMOUNT OF \$5,000 FROM ACCOUNT 01-1450-5623.**

****MR. ALAN SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

VI. OLD BUSINESS

A. Adopt and approve the Arts and Cultural Commission Partnership Guidelines and Application

Mr. George presented the proposed Partnership Guidelines and Application developed by the subcommittee. Extensive discussion followed regarding funding caps, whether to establish tiers or a flat maximum, evaluation criteria, budget submission requirements, and the need for flexibility versus clear policy. Mr. Rust expressed concern about the \$5,000 maximum being too high and the process being too subjective. Ms. Grudin agreed the amount appeared excessive without boundaries. Mr. George emphasized the importance of having policy in place to protect the Commission while retaining the ability to amend it later. Mr. Kaspr noted that data from approved applications would strengthen future budget requests to the city. After lengthy debate, the Commission voted to adopt the guidelines and application with the explicit understanding that they remain subject to future amendment.

****MR. ALAN MOVED TO ADOPT AND APPROVE THE ARTS AND CULTURAL COMMISSION PARTNERSHIP GUIDELINES AND APPLICATION AS PRESENTED.**

****MS. SYLVESTER SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

B. Events Recap – Nightfair and Thrown Stone Event

Ms. Godeski reported that the Nightfair event was an extreme success with a large community banner completely covered in artwork by the end of the evening, strong family participation, and plans to display the banner at City Hall after review for appropriateness. She praised the coordination efforts.

Mr. Alan and Ms. Godeski reported that the Thrown Stone event had 145 registrants with approximately 85 attendees, received uniformly positive feedback, and overcame a brief power outage caused by a blown breaker. Mr. Alan noted he spoke on behalf of the Commission from the audience aisle for dramatic effect and that attendees initially credited him with restoring power when the breaker was reset.

Mr. George congratulated Ms. Godeski and all involved, stating the Nightfair made him especially proud to be a Norwalk resident.

VII. ADJOURNMENT

****MS. SYLVESTER MOVED TO ADJOURN THE MEETING.**

****MS. GRUDIN SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at approximately 7:45 p.m.

Respectfully submitted,
Courtney Baldwin,
Recording Secretary



Arts & Cultural Commission Partnership Application

Purpose:

The Arts & Cultural Commission seeks to collaborate with organizations, businesses, and community groups on projects and events that enhance Norwalk's cultural landscape. Please complete this application at least 90 days before your proposed project or event.

Instructions for Applicants:

1. Review eligibility guidelines before applying.
2. Complete all sections of this application in full.
3. Attach all required supporting documents (documents must be in PDF format):
 - Detailed project/event budget
 - Executed Conflict of Interest form
 - Marketing plan (if available)
 - Visuals or renderings (for public art projects)
 - Samples from past events/projects (optional)
4. Submit application at least 90 days prior to the proposed project/event.
5. If profits are generated, net profits must be shared with the Arts & Cultural Commission.
6. A final report, including financials, is due within 30 days of project completion.

Note: Submission of this application does not guarantee approval. Proposals will be reviewed by Commission staff and presented to the Arts & Cultural Commission for consideration.

Section 1: Organization Information

Organization Name: Norwalk Film Festival_ CT TV Fest

Primary Contact Name: Kevin Huffman

Title/Role: Board Member- NFF. Producer of CT TV Fest

Email Address: kevinhuffman123@gmail.com

Phone Number: 203 803-0305

Organization Address: 9 Morton St Norwalk CT 06854

Website: https://www.cttvfest.org

Type of Organization: Nonprofit Business Government Entity Community Group
 Other: _____

Is your organization politically affiliated?: Yes No

Are there any particular community groups your organization services?: Yes No

If yes, which groups or organizations? _____

Tax ID Number / EIN: 99-2795881

Mission Statement:

The Norwalk Film Festival aims to cultivate a connected, inclusive, and informed film community by supporting industry professionals and emerging filmmakers. We create meaningful opportunities for audiences to engage with and celebrate the art of filmmaking.

Section 2: Project / Event Details

Project/Event Title: CT TV Fest

Project/Event Date(s): January 24, 2026

Location/Venue: Space 67 and Lot 48 Studios

Estimated Attendance: 250

Target Audience: production workers in CT

Brief Description of Project/Event (200 words or less):

The CT TV Fest will take place on January 24, 2026 at Space 67 and Lot 48 on Wall Street in Norwalk. The day-long event will feature workshops, panels, and networking opportunities designed to strengthen Connecticut's production workforce and spotlight the state's growing role in the television industry. The event is designed to celebrate the storytellers, dreamers, and doers of Connecticut's vibrant television community, honoring the state's producers, directors of photography, editors, assistants, composers, and production assistants who bring television to life every day.

Goals & Community Impact

Goals of the Project/Event:

The goal of CT TV Fest is bring Connecticut's television production community out of their silos and to recognize creative excellence. For too long CT has been a step child to New York and New Jersey when it comes to national recognition as a hub for production. So, in many ways, the event is a workforce development project. We aim to increase production work in the state and create a sense a pride of place. Hosting the event in Norwalk gives the city cache among the production community, which is largely located in southern Connecticut .

Community Benefit:

Locally, this event will bring a diverse and engaged audience of storytellers to Norwalk. Our workshops will engage community members and educate our workforce. LaunchPad will be conducting a day long training program for production assistants — the critical entry point in the production process. As part of our outreach, we are working with Norwalk-based Open Doors on a special storytelling workshop. Participants will create and deliver targeted 60 second documentaries designed to assist Open Doors with their goal of combating the issues that lead to homelessness.

Section 3: Financial Information

Total Project/Event Budget: \$ 15,000

Total Confirmed Funding (grants, sponsors, etc.): \$ 7,000

Requested Support from Commission: \$ 1,000 or describe:

Expected Revenue Sources: Submission fees, ticket sales and sponsorships

Profit Projection

Anticipated Gross Revenue: \$ 0

Anticipated Total Expenses: \$ 15,000

Estimated Net Profit: \$ 0

Profit-Sharing Agreement:

Yes, I agree to 50/50 profit-sharing

Since our agreement is to share proceeds with two other non-profits, we would be hard pressed to share profits with the city, but

Requesting alternative arrangement we can discuss

Section 4: Roles and Responsibilities

Your Organization's Responsibilities: Production and promotion of the festival

Commission's Expected Role: Sponsorship and promotion

Section 5: Marketing & Acknowledgment

Acknowledgment Methods:

Logo placement

Verbal acknowledgment

Social media

Other: _____

Section 6: Supporting Documents

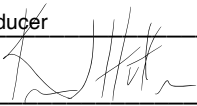
Required Attachments:

- Budget
- Marketing Plan
- Visuals (fliers, marketing materials, photos)

Section 7: Signature & Agreement

Name: Kevin Huffman

Title: Event Producer

Signature:  _____

Date: 11/4/25

Submission Instructions:

Email completed applications and attachments to: norwalkarts@norwalkct.gov

Phone: 203-854-7948