

**CITY OF NORWALK  
OAK HILLS PARK AUTHORITY  
REGULAR MEETING MINUTES - FEBRUARY 19, 2026  
VIA ZOOM VIRTUAL CONFERENCE**

**ATTENDEES:** Alan Dutton, Denise Brown, Gary Leeds, Geoff Sweitzer, Jennifer McAllister, Richard Dellinger & Robert Stowers

**STAFF:** Jim Hollyday (General Manager), Mark Gartner (Controller), Jim Schell (Superintendent)

**OTHER:** Jerry Crowley

**I. CALL TO ORDER**

Mr. Dutton called the regular meeting of the Oak Hills Park Authority to order at 7:00 p.m.

**II. ROLL CALL**

Mr. Dutton conducted roll call and a quorum was established.

**III. ACCEPTANCE OF MINUTES**

**A. Regular Meeting: January 15, 2026**

**\*\*MR. LEEDS MOVED TO APPROVE THE MINUTES OF THE JANUARY 15, 2026, REGULAR MEETING AS PRESENTED.  
\*\*MR. DELLINGER SECONDED THE MOTION.  
\*\*THE MOTION PASSED UNANIMOUSLY. THE MINUTES WERE APPROVED AS PRESENTED.**

**IV. PUBLIC PARTICIPATION**

There was no public participation.

**V. REPORTS**

**A. Chair**

Mr. Dutton reported that the Authority has hired Mr. Nick Novak as the new golf professional. Mr. Novak will begin on March 2, 2026. He comes to Oak Hills Park from Apawamis Club in Westchester, where he served as the Director of Instruction. An onboarding program is currently being developed. Mr. Dutton thanked the search committee for its excellent work.

Mr. Leeds commended the search committee members, particularly Mr. Steve Shepherd and Mr. Hollyday, for their outstanding organization and efforts in managing the process.

Mr. Dutton listed the search committee members: Mr. Leeds, Mr. T.J. Tromboli, Mr. Dutton, Mr. Hollyday, Mr. Mark Gartner, Mr. Steve Shepard, Mr. Charlie Brennan, Ms. Marianne Capiello, and Ms. Christen D'Andrea. He personally thanked each for their time and dedication.

Mr. Hollyday thanked Mr. Leeds for his comments and emphasized that Mr. Shepherd deserves the lion's share of the credit for his tremendous project management skills.

Mr. Hollyday also reported that he and Mr. Mark Gartner were unable to access the executive session portion of the meeting due to technical issues with the Norwalk Zoom system and lack of access to the required email code. He noted there would be no executive session that evening and no vote was planned.

Mr. Dutton confirmed the executive session would be tabled and that he would communicate the relevant contract issue information to Authority members via email.

**B. Restaurant: John Lloyd**

Mr. John Lloyd was not present as he was on vacation. Mr. Mark Gartner reported that Mr. John Lloyd had sent an email confirming his absence. Mr. Dutton noted that Odeen's is currently open Friday through Sunday and that he planned to visit on Friday evening.

**C. Nature Advisory: Mary Verel**

Ms. Verel was not present. Mr. Dutton reported that Ms. Verel advised that a composting seminar is scheduled for Saturday at 11:00 a.m. at Odeen's. All are invited to attend and learn new composting skills. He also noted that another grant application has been submitted for the food forest. Mr. Mark Gartner added that the nature trails are currently under snow.

**D. Tennis: Denise Brown**

Ms. Brown reported that a new tennis director has been hired. Mr. Arlen Domoney of AD Sports Enterprises, has signed his contract with the Oak Hills Park Authority. He will begin managing the tennis center in early April and has arranged for Oval Tennis to prepare the courts. He is targeting an opening around April 15, 2026, weather permitting—one of the earliest openings in recent years. Ms. Brown noted Mr. Domoney's strong relationship with Oval Tennis. She plans to meet with him and the Friends of Tennis the following week to discuss program organization and support. Mr. Domoney is establishing a new registration program and coordinating pricing for ladies' teams with Mr. John Lloyd at Odeen's.

**E. Supporters of Oak Hills Park: Jerry Crowley**

Mr. Crowley reported that thank-you letters for donations, allowing tax deductions, will be mailed shortly and that the Authority will be notified when they are sent.

**F. Long Term Planning: Gary Leeds**

Mr. Leeds reported that the professional search occupied much recent effort but is now complete. He has communicated with Mr. Hollyday and Mr. Schell regarding facilities needs, including paving, curbing, and clubhouse roof placement. With the tennis contract now signed, Mr. Leeds hopes to refocus on tennis facility direction as well as other ideas from Ms. Verel. Progress will continue but will not be completed in the current fiscal year.

**G. Golf Professional: No Report**

No report was given. Mr. Dutton noted that Mr. Nick Novak is expected to provide a report beginning with the March meeting.

**H. Superintendent: Jim Schell**

Mr. Schell reported that operations are uneventful during the off-season. The crew is painting course supplies (ball washers, stakes, tee markers) and that sufficient snow may allow painting of his office before it melts. A new rough mower was delivered, though minor damage occurred during shipping; repairs will be covered by the shipper or seller.

**I. Controller: Mark Gartner**

Mr. Gartner referenced the report found in the Board meeting package and provided highlights from his report.

**J. General Manager: Jim Hollyday**

Mr. Hollyday touched on recent improvements to the clubhouse and the old pro shop. He indicated that the new HVAC system for the restaurant is now complete. He also mentioned the 70 new golf carts have been delivered, assembly is complete, and they're ready for service. He & Mr. Gartner met with the insurance agent to review the policy renewal, which he noted has premium increases of approximately 5.6%. The city plans to replace the signs for its 58 parks and Mr. Hollyday hopes replacement of Oak Hills' signage is included. He also informed the board that an audit of utility bills for 7 of the parks' buildings will be conducted, with hopes that we will be eligible for energy saving upgrades.

**VI. OLD BUSINESS**

No old business was discussed.

**VII. NEW BUSINESS**

**A. Nominating Committee**

Mr. Dellinger provided an update on upcoming Authority vacancies. Terms for Mr. Dutton, Ms. Denise Brown, and Ms. Jennifer McAllister end in June 2026. He met with Ms. Zulma Roundtree at City Hall, who confirmed that applications are being accepted even though the positions are not yet formally posted. Applications require a resume and demographic information and can be submitted via the City's boards and commissions link.

Mr. Dellinger noted the statutory requirement for at least two non-Democrats on the Authority. He recommended beginning recruitment efforts in March and April to allow time for the mayor to vet candidates and submit recommendations to the City Council by early May or June for approval, ensuring continuity into July.

Discussion followed regarding promoting the openings on the Oak Hills website, the tennis site, and via an email blast to approximately 5,000 recipients (similar to the announcement list for Mr.

Nick Novak). Mr. Hollyday agreed to collaborate with Mr. Dellinger on drafting and distributing communications.

Ms. Brown expressed concern about the opaque nature of the selection process and asked what backgrounds or skills the Authority might seek (financial, insurance, golf, tennis, nature expertise). Several members agreed it would be desirable to have active golfers, and possibly someone from the men's or women's golf associations, apply. Mr. Robert Stowers offered to speak with the Mayor and Chief of Staff and suggested the Authority could send a note outlining desired skills.

### **VIII. EXECUTIVE SESSION**

Due to technical difficulties with Zoom access, no executive session was held. Mr. Dutton will communicate the relevant contract issue information to members separately.

### **IX. ADJOURNMENT**

**\*\*MR. DELLINGER MOVED TO ADJOURN THE MEETING.**

**\*\*MS. BROWN SECONDED THE MOTION.**

**\*\*THE MOTION PASSED UNANIMOUSLY. THE MEETING WAS  
ADJOURNED.**

The next regular meeting is scheduled for March 19, 2026.

Respectfully Submitted,  
Courtney Baldwin  
Recording Secretary