

**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL
REGULAR MEETING
May 10 2017**

ATTENDANCE: Travis Simms, Chair; Shannon O'Toole-Giandurco; Steven Serasis; Richard Bonenfant; John Kydes; Michael Corsello

STAFF: Ken Hughes, Parks Superintendant

OTHERS: Mike Jacobacci
Chris Karukas
John Seferian
Brian Allert
Elizabeth Gibbs
Mike D'Antonio
David Levy
Tim Sheehan, Executive Director, Redevelopment Agency
Susan Sweitzer, Sr. Development Project Manager,
Redevelopment Agency
Tami Strauss, Community Development Planning Director,
Redevelopment Agency
Jeff Olszewsk, Stantec
Derek Shoehart, Eric Rains Landscaping

I. ROLL CALL

Mr. Simms called the meeting to order at 7:00PM and stated that a quorum was present.

II. MINUTES OF APRIL 12, 2017.

**** MR. BONENFANT MOVED TO APPROVE THE MINUTES.**

**** THE MOTION PASSED WITH SIX (5) IN FAVOR AND TWO ABSTENTIONS (MR. SERASIS, MR. KYDES)**

III PUBLIC PARTICIPATION

No one from the public spoke.

IV. OLD BUSINESS

There was no old business discussed.

V. NEW BUSINESS

- 1. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH STEPPING STONES MUSEUM FOR CHILDREN INC. FOR THE USE OS MATTHEWS PARK FOR THE "WORLDWIDE DAY OF PLAY" TO TAKE PLACE SATURDAY, SEPTEMBER 16, 2017 FROM 8:00AM TO 5:00PM. ESTIMATED ATTENDANCE 1,900**

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

Mr. Jacobacci stated that this event is done every year in partnership with Nickelodeon and that they stop broadcasting for three to four hours to encourage children to get up and move around. He said that it is an all day event with free admission and they offer all sorts of activities. Mr. Serasis said it is a great event but that the traffic is a problem and asked Mr. Jacobacci if he was aware of the problem. Mr. Jacobacci said that they have not heard of any complaints regarding traffic. Mr. Serasis asked Mr. Jacobacci if he will be coordinating with the police for the event as far as traffic control and parking. Mr. Jacobacci said they typically have their own parking attendants within the park. Mr. Serasis said that he will communicate with the police department to ensure that everyone can get in and find parking.

**** MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

- 2. APPROVE THE USE OF THE CRANBURY PARK PAVILION I AND IMMEDIATE SURROUNDING GROUNDS BY ZOTOS INTERNATIONAL FOR A COMPANY PICNIC TO BE HELD THURSDAY, JUNE 15, 2017, FROM 12:00PM-3:00PM. ESTIMATED ATTENDANCE 143.**

****MS. O'TOOLE- GIANDURCO MOVED TO APPROVE THE ITEM.**

Mr. Chris Karukas stated that it is a morale booster for the company and they are planning to have three food trucks.

****THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to stay in contact with Ms. Herring for further instructions.

3. APPROVE THE USE OF THE VETERANS PARK BY THE SIDE BY SIDE CHARTER SCHOOL FOR A FIELD DAY TO TAKE PLACE FRIDAY, JUNE 2, 2017, FROM 7:00AM-12:00 NOON WITH A RAIN DATE OF MONDAY JUNE 5, 2017. ESTIMATED ATTENDANCE 200

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

Mr. Seferian said that they will be bringing students to the park in groups to enjoy some field games and activities, and that it is a great way to end the year.

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to stay in contact with Ms. Herring for further instructions.

4. APPROVE THE USE OF THE CRANBURY PARK GALLAHER ESTATE AND IMMEDIATE SURROUNDING GROUNDS BY ANTONIO MAIOLO FOR A WEDDING TO BE HELD SATURDAY MAY 12, 2018 FORM 2:00PM-11:00PM ESTIMATED ATTENDANCE 200.

**** MS. O'TOOLE -GIANDURCO MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked that representative to stay in contact with Ms. Herring for further instructions.

5. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE CARVER FOUNDATION OF NORWALK FOR USE OF COLUMBUS SCHOOL GROUNDS FOR THEIR SUMMER

**CAMP TO BE HELD JUNE 26, 2017 THROUGH AUGUST 5, 2017
MONDAY-FRIDAY EACH WEEK FROM 8:30AM-5:30PM. ESTIMATED
ATTENDANCE 200**

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

Mr. Allert said that the camp is a mixture of academics and fun and they work with the kids to address some of the learning loss, but that they also have fun and they service kids ages five through thirteen.

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

**6. APPROVE THE USE OF GALLAHER ESTATE, TENT AND TERRACE BY
NORWALK NAGAROTE SISTER CITY PROJECT FOR A BEER TASTING TO
BE HELD SUNDAY, OCTOBER 15, 2017 FOR 1:00PM TO 4:00PM.
ESTIMATED ATTENDANCE 100-150.**

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

Ms. Gibbs said this is the first time they have done this and are hoping to appeal to a younger crowd, and they will be serving 15 different beers that are being donated and the event so to raise money for Norwalk's sister city in Nicaragua where they work with very disadvantaged children.

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked that representative to stay in contact with Ms. Herring for further instructions.

**7. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN
AGREEMENT WITH STEW LEONARD'S FOR THE USE OF ANDREWS
PARKING AREA TO SERVICE THEIR EMPLOYEES DURING BUSY STORE
DATES**

2017: July 1,2,3

November 21, 22
December 2,3,9,10,22,23,24

2018: March 30,31
May 12,13
May 26,27,28

**** MS. O'TOOLE- GIANDURCO MOVED TO APPROVE THE ITEM.**

Mr. D'Antonio said that on their busiest days they have a shuttle that picks the team members up and shuttles them to the store and when their shift ends takes them back to get their cars to open up spaces for their customers. He said that the shuttle runs from early morning until 6:00PM. Mr. Corsello asked if this has been done in the past and asked if there is any indemnification agreement with the city. Mr. D'Antonio said "yes" and that their corporate Attorney is working with the legal team from the city and that there is a contract. Mr. Bonenfant asked if they are paying for the space. Mr. D'Antonio said "yes" \$125 per day.

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

8. A) AUTHORIZE THE PURCHASING DEPARTMENT TO ISSUE A PURCHASE ORDER TO M.E. O'BRIEN & SONS, INC. (SOLE-SOURCE) FOR PLAYGROUND EQUIPMENT AT MARVIN SCHOOL FOR A SUM NOT TO EXCEED \$72,105.00. ACCOUNT# 0918-6030-5777-C0364.

B) AUTHORIZE THE DIRECTOR OF RECREATION AND PARKS TO ISSUE CHANGE ORDER IN THE SUM NOT TO EXCEED \$5,000.00. ACCOUNT# 0918-6030-5777-C0364.

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

Mr. Bonenfant said the playground equipment has been certified by the state and that they are safe playgrounds and that many schools purchase them from this company. Mr. Hughes said the playground equipment is standardized throughout the city so it makes it easier to stock parts and the sole distributor is M.E.O'Brien & Sons Inc. He said that the excavation will be done in-house.

**** THE MOTION PASSED UNANIMOUSLY.**

9. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH KIDZ 4 KIDZ FOR THE USE OF NORWALK HIGH SCHOOL TRACK FOR A KID 4 KIDZ WALKATHON TO BE HELD SATURDAY, JUNE, 10, 2017 FROM 10:00AM-12:00 NOON. SET UP TO TAKE PLACE SATURDAY, JUNE 10, 2017 AT 9:00AM WITH TEAR DOWN NO LATER THAN 2:00PM ON SATURDAY JUNE 10, 2017. ESTIMATED ATTENDANCE 300.

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

Mr. Levy provided a background of the organization and said that the mission is to empower kids to change the world by using their creativity, imagination and energy. He said that this is the first time that they are holding the event, and are hoping to get a turnout of 200-300 people and that registration is \$25 per walker, and that 100% of that will be going to the PF camp, and they are hoping to raise \$50,000 to send 50 kids to camp this summer.

****THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

10. APPROVE THE WASHINGTON STREET PLAZA PROPOSAL IMPROVEMENT (PRELIMINARY SITE PLAN REVIEW) AND FORWARD TO COUNCIL FOR APPROVAL.

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

Ms. Sweitzer said that the Washington Street Plaza proposed improvement was a project up for capital budget funding in the last cycle and are now moving to the preliminary site plan for approval. She said while the improvements were going through the budget process, and there was a fair amount of public exposure and there have been two outreach sessions, and that the comments received were productive and they have come to a preliminary site plan that she thinks is very workable. She said that the improvements would offer opportunities for the community to better utilize the space.

Mr. Derek Shoehart presented the renderings of the proposed improvements and said that they will be converting a majority of the space to open lawn, and that there will be a low retaining wall that would separate the upper plaza from the lower lawn. He said that they are recommending a water fountain at the corner of Washington and North Main Street. Mr. Bonenfant asked how the lawn will handle the foot traffic. Mr. Shoehart said the lawn area will be reinforced with fiber so there can be intermittent access of large groups of people. Mr. Serasis asked if the area will be wired so that they can have music. Mr. Shoehart said "yes". Ms. Switzer said the space will also have Wi-Fi.

****THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

11. AUTHORIZE

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

Ms. Sweitzer said that the city was awarded a grant from DECD in the amount of \$2 million dollars for the implementation of the remediation plan for Ryan Park. She said the grant award was applied for and made to the Redevelopment Agency so therefore the grant documents would be executed by the agency. She said the two documents that are in the package are required as part of the assistance agreement package that must be executed by the property owner, and the Redevelopment Agency would be a co-signer to the documents that the city would also sign for the completion of the assistance package.

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

12. APPROVE THE MASTER PLAN OF IRVING FREESE PARK AS PRESENTED AND TO PROCEED TO FINAL DESIGN AND CONSTRUCTION DOCUMENTS (TO BE FUNDED BY THE NORWALK REDEVELOPMENT AGENCY)

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

Ms. Strauss said that the Redevelopment Agency was approved to use CDBG funds to embark of the master planning process for the design of a new and improved Freese Park, and that they went through the procurement process and procured Stan Tech to be the consultant to develop the master plan. She said that they have had a public process that included three public meetings, open house, and that there was also an online survey and that 63 responses were received and based on the comments from the public outreach Stan Tech has developed a final plan.

Mr. Olszewski presented the plan and said there are currently a number of uses of the park, and that they have increased the square footage of the park without actually taking land, and will include an amphitheatre. He said that they have enlarged the green space and there will be a series of serpentine paths that will go through the park which was in response to circulation regarding bikes. He said that are maintaining all of the monuments, plaques and elements within including the clock, and the overall theme of the park is not only more green space but more activated spaces that can be used, and the intent is to make this a more active and more of a destination park. Mr. Serasis said that Parks and Recreation will be maintaining the invasive plant plan after the park is built and asked what the plan is for the future. Mr. Olszewski said progressing towards what will ultimately be construction documents for an invasive management plan that will be part of the documents.

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Simms asked the representative to attend the May 23, 2017, meeting of the Common Council.

V. DISCUSSION

1. Commercial Licensed Food Trucks in City Parks

Mr. Simms said that the issue of allowing food trucks into city parks has been brought to his attention from several of the food vendors throughout the city. He said that he has spoken to Mr. Ripka who currently holds the exclusive concession contract for the beach and Veterans Park and he is open to allowing food trucks to come into the beach when he is closed, and that when he is open he would still allow them to come in but would have to go on the Shady Beach side. He also said that he has no issue if

there are a few food trucks to come at night to serve the baseball games if they park on the far side, but that he does not want direct competition where they are right against his building. There was further discussion ensued and it was recommended to have Mr. Ripka put what he is willing to go along with in writing, and that the contract would also have to be amended.

Ms. O'Toole-Giandurco left at 8:30PM.
Mr. Corsello left at 8:30PM.

ADJOURNMENT

**** MR. SERASIS MOVED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:40PM.

Respectfully submitted,

Dilene Byrd
Telesco Secretarial Services