

**RECREATION, PARKS &
CULTURAL AFFAIRS COMMITTEE
CRANBURY PARK CARRIAGE HOUSE
300 GRUMMAN AVENUE
WEDNESDAY, APRIL 11, 2018**

ATTENDANCE: Michael Corsello, Chair; Douglas Hempstead; John Kydes;
Chris Yerinides; George Tsiranides; Travis Simms (7:10 p.m.)

STAFF: Ken Hughes, Acting Director

I ROLL CALL

Mr. Corsello called the meeting to order at 7:05 p.m. and called the Roll. A quorum was present.

III PUBLIC PARTICIPATION

Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted.

Ms. Susan Wallerstein, Chair, Norwalk Arts Commission explained that the Commission has stewardship of the City's cultural assets and the Carriage House has been on their radar. She recommended that the City get a legal agreement in place and after the agreement is in place for a year, consider doing an RFP between the City and the Carriage House Theater.

Mr. Simms joined the meeting at 7:10 p.m.

Ms. Ann Alford, President Carriage House Arts Association thanked Parks and Recreation for their support over the last 12 years. She said she met with Mr. Hughes who expressed concerns over a contract. She reached out to the legal department to discuss a contract between the City and the Carriage House Arts Association, but they are looking for insurance, which she said was cost prohibitive.

Ms. Alford said in the past, they tried to serve the community in a variety of ways, such as holding fundraisers for different charities.

II MINUTES OF MARCH 14, 2018

The following correction was made to the minutes:

Correct the spelling of Mr. Yerinides' name.

- ** **MR. KYDES MOVED TO ACCEPT THE MINUTES AS CORRECTED**
- ** **MOTION PASSED WITH ONE (1) ABSTENTION (MR. SIMMS)**

IV OLD BUSINESS

Old business was not discussed this evening.

V NEW BUSINESS

- ** **MR. YERINIDES MOVED TO APPROVE THE FOLLOWING ITEM:**

1. APPROVE THE USE OF CRANBURY PARK GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY ANGELICA RODRIGUEZ FOR A WEDDING CEREMONY TO BE HELD SATURDAY, AUGUST 11, 2018 FROM 10:00 AM – 1:00 PM. ESTIMATED ATTENDANCE 100.

Ms. Rodriguez was present.

- ** **MOTION PASSED UNANIMOUSLY**

- ** **MR. SIMMS MOVED TO APPROVE THE FOLLOWING ITEM:**

2. APPROVE THE USE OF NATHANIEL ELY SCHOOL BY FAMILY FIRST FOR THE 4TH ANNUAL FAMILY FUN DAY TO BE HELD SATURDAY, AUGUST 11, 2018 FROM 11:00 AM – 8:00 PM. ESTIMATED ATTENDANCE 100.

A representative was present. He explained that this is their fourth annual book bag and school supplies give away event for children.

- ** **MOTION PASSED UNANIMOUSLY**

**** MR. TSIRANIDES MOVED TO APPROVE THE FOLLOWING ITEM:**

3. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH NATIONAL MARINE MANUFACTURERS ASSOCIATION TO USE TAYLOR FARM, CALF PASTURE BEACH, SHADY BEACH & MARINE SCHOOL FOR PARKING DURING THE BOAT SHOW TO BE HELD THURSDAY, SEPTEMBER 20, 2018 THROUGH SUNDAY, SEPTEMBER 23, 2018.

Mr. Josh Rosales was present and said this is their 43rd year doing the Boat Show. He said they do other boat shows around the country. This one was up around 5% last year.

**** MOTION PASSED UNANIMOUSLY**

Mr. Corsello asked Mr. Rosales to attend the next Common Council meeting on April 24th.

**** MR. SIMMS MOVED TO APPROVE THE FOLLOWING ITEMS:**

4. A) AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH THE EXCHANGE CLUB OF NORWALK FOR THEIR USE OF TAYLOR FARM FOR THE GATEWAY ANTIQUE AUTO SHOW TO BE HELD SUNDAY, APRIL 29, 2018 FROM 8:00 AM – 5:00 PM. SET UP TO BEGIN SUNDAY, APRIL 29, 2018 AT 6:00 AM WITH TEAR DOWN NO LATER THAN 7:00 PM ON SUNDAY, APRIL 29, 2018.

B) APPROVE THE USE OF THE SHOW MOBILE BY THE EXCHANGE CLUB OF NORWALK FOR USE AT TAYLOR FARM ON SUNDAY, APRIL 29, 2018 FROM 8:00 AM – 5:00 PM.

The Chair for the event was present and said this is their 44th year. He said he has the dates locked for the next three years.

**** MOTION PASSED UNANIMOUSLY**

Mr. Corsello asked the Chair to attend the next Common Council meeting on April 24th.

**** MR. YERINIDES MOVED TO APPROVE THE FOLLOWING ITEM:**

5. APPROVE THE USE OF GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK COMMUNITY HEALTH CENTER, INC. FOR A FUNDRAISER TO END CHILDHOOD OBESITY TO BE HELD WEDNESDAY, MAY 16, 2018 FROM 6:00 PM – 8:30 PM WITH SET UP AT 5:00 PM. ESTIMATED ATTENDANCE 100.

Ms. Betty Cordellos was present and said this is their first year holding this event. They are trying to start a campaign to raise funds to end childhood obesity.

**** MOTION PASSED UNANIMOUSLY**

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

6. AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE MBI – MARCH BAND NHS FOR THEIR USE OF ANDREWS FIELD PARKING LOT FOR A TREASURES & TRINKETS TAG SALE TO BE HELD ON SUNDAY, MAY 20, 2018 FROM 9:00 AM – 3:00 PM. SET UP TO BEGIN AT 7:30 AM. RAIN DATE SATURDAY, JUNE 2, 2018. ESTIMATED ATTENDANCE 300.

Ms. Dulce Stavranos was present and explained they will hold a community market and plan to have two food trucks come in.

**** MOTION PASSED UNANIMOUSLY**

**** MR. SIMMS MOVED TO APPROVE THE FOLLOWING ITEM:**

7. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO A 5 YEAR LEASE AGREEMENT WITH A 2 YEAR OPTION WITH CARRIAGE HOUSE ARTS CENTER FOR THE USE OF THE CRANBURY PARK CARRIAGE HOUSE STARTING APRIL 1, 2018.

Mr. Hempstead noted there was no backup for this item in the meeting packet. Mr. Hughes explained that the Legal Department needed terms from this Committee before they could work on the lease. Mr. Hempstead said he would not authorize anything without at least a letter of intent. He said they need to do something for this season and asked what was done in the past. Mr. Corsello said he did not believe there ever was a lease in place. Mr. Hempstead asked if they could do a licensing agreement for this season. Mr. Hughes said he did not see why not.

Mr. Corsello said he was told that the City pays the utility expenses. Mr. Hughes said the City pays between \$200 - \$400 a month for utilities. Mr. Corsello asked Mr. Hughes to find out if there were any insurance clauses indemnifying the City.

Mr. Corsello said this arrangement was not a good way to do business and this should not be an expense to the City. Whoever is using the facility should have insurance holding the City harmless.

Mr. Kydes expressed concern that the organization was operating without insurance for 13 years and the City was paying for insurance. He said he was not comfortable moving forward with a lease agreement without the occupant having insurance and covering the cost of electricity. He added that he wants the insurance in place immediately.

Mr. Hempstead said he does not want to harm them and asked the Committee if they would consider approving the use of the Carriage House for a specific period of time, while they came up with a lease. It would be similar to how they approve an event or wedding.

Ms. Wallerstein said she hears a short-term solution that sounds like a facility use agreement. She said that would get them compliant for this season.

A discussion took place about the organization holding fundraisers for other groups when the City underwrites the cost of electricity. Ms. Wallerstein said that money should go back to the City to help re-coup the costs. As a tenant they should be restricted from fundraising for other groups.

Mr. Corsello said he is not close to approving a five-year lease. He said this is an asset that is costing the City money and it is a liability. Mr. Kydes suggested doing a full year lease where they are responsible for paying the electric and insurance. The lease would include wording about restricting the tenant from sub-leasing.

Mr. Simms said he did not want to stop the show from going on but suggested adding a fee structure to the agreement.

**** MR. HEMPSTEAD MOVED TO AUTHORIZE THE USE OF THE CRANBURY CARRIAGE HOUSE BY THE CARRIAGE HOUSE ARTS CENTER FOR THE 2018 SEASON SUBJECT TO ALL CONDITIONS REQUIRED BY THE CITY OF NORWALK, INCLUDING INSURANCE AND FEES TO COVER OPERATIONAL EXPENSES**

Mr. Hempstead said that in the meantime, the Law Department can create an agreement. Mr. Corsello said this has been a generous agreement by the City.

**** MOTION PASSED UNANIMOUSLY**

**** MR. KYDES MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:05 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services