

**CITY OF NORWALK  
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL  
REGULAR MEETING  
June 13, 2018**

ATTENDANCE: Michael Corsello, Chair; Barbara Smyth; Chris Yerinides;  
John Kydes; Travis Simms; Doug Hempstead

STAFF: Ken Hughes, Acting Director

OTHERS: Erica LeCount; Jason Bealer; Kenzie Bess; Karen Pike;  
Jonathon Jashua Sevilla; Tremain Gilmore;

**I. ROLL CALL**

Mr. Corsello called the meeting to order at 7:05PM and stated that a quorum was present.

**II. MINUTES OF MAY 9, 2018.**

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES.  
\*\* THE MOTION PASSED WITH FOUR (4) IN FAVOR AND TWO (2)  
ABSTENTIONS.**

**III PUBLIC PARTICIPATION**

There were no members of the public who wished to participate this evening.

**IV. OLD BUSINESS**

There was no discussion.

**V. NEW BUSINESS**

**1. APPROVE THE USE OF CRANBURY PARK GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY JASON BEALER AND ERICA LECOUNT FOR A WEDDING TO BE HELD SATURDAY, JUNE 8, 2-19 FROM 11:00AM-8:00PM. ESTIMATED ATTENDANCE 180.**

- \*\* MR. YERINIDES MOVED TO APPROVE THE ITEM.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked Mr. Bealer and Ms. LeCount to stay in contact with the Parks and Recreation office.

**2. APPROVE THE USE OF CRANBURY PARK GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY KENZIE BESS FOR A WEDDING TO BE HELD SATURDAY, MAY 18, 20-19 FROM 1:00PM-10:00PM. ESTIMATED ATTENDANCE 125.**

- \*\* MR. YERINIDES MOVED TO APPROVE THE ITEM.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked Ms. Bess to stay in contact with the Parks and Recreation office.

**3. APPROVE THE USE OF CRANBURY PARK GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY KAREN PIKE FOR A WEDDING TO BE HELD SATURDAY, JUNE 1, 2019 FROM 2:00PM-11:00PM. ESTIMATED ATTENDANCE 190.**

- \*\* MS. SMYTH MOVED TO APPROVE THE ITEM.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked Ms. Pike to stay in contact with the Parks and Recreation office.

**4. APPROVE THE USE OF CRANBURY PARK GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY JONATHAN JOSHUA SEVILLA AND PATRICK CLARK O'BRIEN FOR A WEDDING TO BE HELD SATURDAY, OCTOBER 5, 2019 FROM 12:00 NOON- 11:30PM. ESTIMATED ATTENDANCE 130.**

Mr. Hempstead asked what would happen in the event that the wedding runs until after midnight. Mr. Hughes said that there is staff onsite, but that the applicants understand the time restriction and that it has never been an issue.

**\*\* MR. YERINIDES MOVED TO APPROVE THE ITEM.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked Mr. Sevilla and Mr. O'Brien to stay in contact with the Parks and Recreation office.

**5. APPROVE THE USE OF THE NORWALK HIGH SCHOOL TRACK BY TREMAIN GILMORE FOR A "WALK FOR ELIJAH" TO BE HELD SUNDAY, JULY 15, 2018 FROM 10:00AM- 1:00PM WITH SET UP TO BEGIN AT 8:30A.M. ESTIMATED ATTENDANCE 150.**

Mr. Gilmore gave a brief overview of the event and said it is a walk in which is a school event and they use the funds that are collected for scholarships. Mr. Corsello asked if the event has been held in the past. Mr. Gilmore said "yes" and that this will be the third year. Mr. Hughes asked if they will be using just the track or if they will also be using the field. Mr. Gilmore said that they will just be using the track. Mr. Hughes asked Mr. Gilmore to keep in contact with Ms. Herring because there is a renovation project that they may be starting on the field. Mr. Simms said that this is a really good event and Mr. Gilmore has been holding the event in honor of his son Elijah and that is a great event to support.

**\*\* MR. SIMMS MOVED TO APPROVE THE ITEM.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to stay in contact with the Parks and Recreation office.

**6. APPROVE THE USE OF CRANBURY PARK GALLAHER MANSION AND IMMEDIATE SURROUNDING GROUNDS BY THE LOUIS DREYFUS COMPANY, LLC FOR A CORPORATE OUTING TO BE HELD THURSDAY, AUGUST 9, 2018 FROM 4:00PM-7:00PM WITH SET UP TO BEGIN AT 12:00 NOON. ESTIMATED ATTENDANCE 150.**

The representative gave a brief overview of the event and said that it is a company cookout and has been held at Cranbury Park for the past four to five years.

**\*\* MS. SMYTH MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to stay in contact with the Parks and Recreation office.

**7. APPROVE THE USE OF ROWAYTON ELEMENTARY FIELD BY HORIZONS AT NORWALK COMMUNITY COLLEGE FOR THEIR FIELD DAY TO BE HELD WEDNESDAY, AUGUST 1, 2018 FROM 9:30AM-11:30AM WITH SET UP TO BEGIN AT 7:30AM. RAIN DATE OF FRIDAY, AUGUST 3, 2018 ESTIMATED ATTENDANCE 100.**

The representative gave a brief overview of the event and said that Horizons is an academic enrichment summer program for low income students, and there are 82 students this summer in Pre-K through fifth grade and it is 100% scholarship. She said they are housed at Norwalk Community College but they have no field or a gym and they would like to have a field day.

**\*\* MR. SIMMS MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to stay in contact with the Parks and Recreation office.

**8. APPROVE THE USE OF CRANBURY PARK PAVILION I AND IMMEDIATE SURROUNDING GROUNDS BY CYCLING SPORTS GROUP INC. FOR A SUMMER BBQ TO BE HELD WEDNESDAY, JULY 11, 2018 FROM 12:00 NOON-4:00PM WITH SET UP TO BEGIN AT 9:00AM. ESTIMATED ATTENDANCE 150.**

The representative gave a brief overview of the event and said that it is a summer barbeque for the company.

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to stay in contact with the Parks and Recreation office.

**9. APPROVE THE USE OF CRANBURY PARK PAVILION I AND IMMEDIATE SURROUNDING GROUNDS BY HOMESERVE USA FOR AN OLYMPIC DAY TO BE HELD WEDNESDAY, SEPTEMBER 14, 2018 FROM 9:00AM-5:00PM. WITH SET UP TO TAKE PLACE AT 8:00AM ESTIMATED ATTENDANCE 150.**

The representative gave a brief overview of the event and said that it is the fourth year that it has been held at Cranbury Park and it is an adult field day and barbeque.

**\*\* MR. YERINIDES MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to stay in contact with the Parks and Recreation office.

**10. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH AHAVA LOVE IMPACT CHURCH MINISTRIES FOR THE USE OF TAYLOR FARM FOR AN ALL ABOARD COMMUNITY OUTREACH TO BE HELD THURSDAY, JULY 26, 2018 AN FRIDAY, JULY 27, 2018 FROM 10:00AM-8:00PM EACH DAY. ESTIMATED ATTENDANCE 300 DAILY.**

The representative gave a brief overview of the event and said that it is a give back day to the community, and that different vendors will be there not to sell anything but to give their services to the community so that people know what services are available to them. Mr. Corsello asked if the event has taken place in the past. The representative said "no". Mr. Hughes requested a recommended layout on the site as well as the traffic flow.

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to attend the Common Council meeting on June 26, 2018.

**11. AUTHORIZE THE MAYOR, HARRY W. RILLING TO ENTER INTO AN AGREEMENT WITH ASML FOR THE USE OF CRANBURY PARK AND CRANBURY PARK PAVILION FOR A CORPORATE SUMMER CELEBRATION KICK OFF TO BE HELD FRIDAY, AUGUST 24, 2018 FROM 11:30AM-4:30PM WITH SET UP TO TAKE PLACE AT 10:00AM. ESTIMATED ATTENDANCE 700-750+**

The representative gave a brief overview of the event and said that it is a summer picnic for the company. Mr. Hughes asked if they plan to carpool. The representative said that they will be bussing in the attendees. Mr. Hughes suggested that she speak to the bus company because the entrance is tight for buses.

**\*\* MR. KYDES MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Mr. Corsello asked the applicant to attend the Common Council meeting on June 26, 2018.

**12. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO C.N. WOOD OF CONNECTICUT, LLC FOR THE PURCHASE OF A TRACKLESS MUNICIPAL TRACTOR MODEL MT7 FOR WHEEL DRIVE ARTICULATED MUNICIPAL TRACTOR TO A SUM NOT TO EXCEED \$124,630.00. ACCOUNT# TBD**

Mr. Hughes said that this was approved in the capital budget and will mainly be used as a sidewalk plow. He said that they currently have one trackless but that it is over 15 years old and this will replace that machine.

**\*\* MR. YERINIDES MOVED TO APPROVE THE ITEM.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

**V. DISCUSSION**

**1. No Smoking on Grass Area during Concerts.**

Mr. Hughes said throughout the years he has received complaints regarding smoking during the concerts and will be doing a pilot this year and will have a no smoking section. He said that staff will post “no smoking” and “no vaping” signs around the perimeter. Mr. Kydes asked how it will be enforced. Mr. Hughes said the Lifeguards as well as the part-time staff will help with the enforcement and that he will also be sending out a press release.

**2. Discussion on parking management issues at Park’s facilities and the possibilities of establishing a relationship with Parking Authority’s parking management firm to provide tracking, permitting, controlling and enforcement services.**

Mr. Hughes said that they are collecting upwards of \$350,000 a year in parking fees from Calf Pasture Beach, Veterans Park and Cranbury Park and there are a lot of new systems that deal with parking and parking management and he

would like to have a discussion with the Parking Authority for options. Mr. Simms asked Mr. Hughes if he has contacted any surrounding municipalities to see what they are using. Mr. Hughes said that a lot of what is done in the parks is unique to Norwalk that isn't done in other towns and there is no blanket system that he has found that can be used in Norwalk. Mr. Hempstead asked what happened to the scanners that had been purchased. Mr. Hughes said that he was told it was a proprietary system and they have been unresponsive.

## **ADJOURNMENT**

**\*\* MR. YERINIDES MOVED TO ADJOURN  
\*\* THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:40PM.

Respectfully submitted,

Dilene Byrd  
Telesco Secretarial Services