

**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS
JANUARY 20, 2010**

ATTENDANCE: Richard McQuaid, Chairman; Richard Bonenfant (7:07 p.m.); John Tobin; Fred Bondi, Laurel Lindstrom, Travis Simms; Nicholas Kydes (8:00 p.m.)

STAFF: Michael Mocciae, Director, Recreation and Parks Department
Gerald Anastasia, Athletic Supervisor; Ken Hughes, Parks Superintendent

OTHER: Gary Sorge, Stantec Corporation (Cranbury Master Plan)

Roll Call

Mr. McQuaid called the meeting to order at 7:00 p.m. and stated that the above members were in attendance.

Approval of Minutes from December 16, 2009.

**** MR. BONDI MOTIONED TO APPROVE THE MINUTES OF THE
DECEMBER 16, 2009 MEETING AS SUBMITTED.
** MOTION PASSED UNANIMOUSLY.**

Old Business

1. Approve the use of the Cranbury Park Gallaher Estate and immediate surrounding grounds by Shonna Butler for a Wedding Ceremony to take place Saturday, July 24, 2010 from 3:00 PM –6:00 PM. Estimated attendance 100.

Mr. Mocciae stated the item has been removed, as the applicant has selected another venue.

2. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the American Cancer Society for their Annual Relay for Life to take place Friday, June 18, 2010 through noon on Saturday, June 19, 2010 at Brien McMahon High School Casagrande Field. Estimated attendance 500.

Mr. Mocciae stated that there was a representative of the group in attendance, that this was a repeat of an annual event, and there were no changes or questions. Mr. McQuaid added that items approved to be forwarded to the Common Council would be on the agenda for next week's meeting, January 26, 2010 at 8:00 p.m. at Council Chambers in City Hall.

- ** MS. LINDSTROM MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE AMERICAN CANCER SOCIETY FOR THEIR ANNUAL RELAY FOR LIFE TO TAKE PLACE FRIDAY, JUNE 18, 2010 THROUGH NOON ON SATURDAY, JUNE 19, 2010 AT BRIEN MCMAHON HIGH SCHOOL CASAGRANDE FIELD. ESTIMATED ATTENDANCE 500.**
- ** MOTION PASSED UNANIMOUSLY.**

3. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Alzheimer's Association of CT for their Annual Memory Walk – Walk-A-Thon to take place at Calf Pasture Beach Sunday, October 3, 2010 from 7:00 AM – 2:00 PM. Estimated attendance 500+.

Mr. Mocciae stated that there was a representative of the group in attendance, and that this was a repeat of an annual event, which was in its fourth year.

- ** MR. BONDI MOTIONED TO APPROVE THE ITEM TO FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE ALZHEIMER'S ASSOCIATION OF CT FOR THEIR ANNUAL MEMORY WALK – WALK-A-THON TO TAKE PLACE AT CALF PASTURE BEACH SUNDAY, OCTOBER 3, 2010 FROM 7:00 AM – 2:00 PM. ESTIMATED ATTENDANCE 500+.**
- ** THE MOTION PASSED UNANIMOUSLY.**

4. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Connecticut Valley Region-Porche Club of America for their Annual Father's Day Concourse to be held at Cranbury Park Sunday, June 20, 2010 from 7:00 AM – 2:00 PM. Estimated attendance 180.

Mr. Mocciae stated the item has been removed, as the applicant has selected another venue.

5. Approve the use of the Cranbury Park Pavilion and immediate surrounding grounds by Suzanne Calnon for a picnic to be held Sunday, September 26, 2010 from 8am-6:00 p.m. Estimated attendance 200.

Mr. Mocciae asked if this was an organization and if there was a representative of the group in attendance who stated that he represented St. Jerome's Church and this was for their Church picnic. Mr. Mocciae stated that the organization name should be added to the item and they should stay in touch with the Department for insurance documents.

- ** MS. LINDSTROM MOTIONED TO APPROVE THE USE OF THE CRANBURY PARK PAVILION AND IMMEDIATE SURROUNDING GROUNDS BY SUZANNE CALNON, ST. JEROME'S CHURCH FOR A CHURCH PICNIC TO BE HELD SUNDAY, SEPTEMBER 26, 2010 FROM 8:00 AM-6:00 P.M. ESTIMATED ATTENDANCE 200.**
- ** THE MOTION PASSED UNANIMOUSLY.**

6. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Animal Cancer Foundation for their Annual Smokey's Day to be held at Taylor Farm Sunday, October 3, 2010 from 7:00 AM – 6:00 PM. Estimated attendance 300.

Mr. Moccia stated that there was a representative of the group in attendance, and that this was a repeat of an annual event, which was in its fourth year.

- ** MR. BONDI MOTIONED TO APPROVE THE ITEM TO FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE ANIMAL CANCER FOUNDATION FOR THEIR ANNUAL SMOKEY'S DAY TO BE HELD AT TAYLOR FARM SUNDAY, OCTOBER 3, 2010 FROM 7:00 AM – 6:00 PM. ESTIMATED ATTENDANCE 300.**
- ** THE MOTION PASSED UNANIMOUSLY.**

7. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Water Sports Center for an Interscholastic Rowing Regatta to be held at Veteran's Park to be held Sunday, May 2, 2010 from 7:00 AM – 4:00 PM.

Mr. Bonenfant asked if the organization is in touch with the Harbor Management Commission, since there has been safety issues with the Rowing vessels in the harbor, and a representative stated that they have received clearance from the Harbor Master, and will work closely to follow their guidelines for the event.

- ** MR. BONENFANT MOTIONED TO APPROVE THE ITEM TO FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE WATER SPORTS CENTER FOR AN INTERSCHOLASTIC ROWING REGATTA TO BE HELD AT VETERAN'S PARK TO BE HELD SUNDAY, MAY 2, 2010 FROM 7:00 AM – 4:00 PM.**
- ** THE MOTION PASSED UNANIMOUSLY.**

8. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the United Haitian American Society for the use of Veteran's Park for their Annual CT Haitian-American Day Celebration to be held Saturday, July 17, 2010 from 8:00 AM – 10:00 PM. Set-up and breakdown to be determined. Estimated attendance 3,500.

Mr. McQuaid requested to table the item to end of the agenda, and all were in agreement.

9. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the SBW Events Group for the use of Taylor Farm for Live Green Connecticut! to be held Saturday, September 18, 2010 and Sunday, September 19, 2010 from 8:00 AM – 6:00 PM both days. Set-up to take place Friday, September 17, 2010 at noon with breakdown Monday, September 20, 2010 by noon.

Mr. McQuaid stated that this item was returned to Committee by the Council for clarification of how proceeds were to be allocated, and Mr. Bondi asked what the specific plans were for the designation of proceeds. Mr. Scot Weicker stated that he represented the SBW Events Group and thanked the Chairman for the opportunity to return to speak to the Committee. He stated that 70% of all proceeds would go to the Norwalk Seaport Association, with 20% of that to be determined, and 30% would go to Sound Waters because they work closely with Norwalk Harbor, Sheffield Island and have a collaborative effort with the City of Norwalk. Mr. Bondi asked why another agency is being sought, and Mr. Weicker responded that they did not want to only support water organizations, and felt that they should look into other environmental groups. Mr. Moccia added that they may have a recommended group to receive a portion of the proceeds as he has recently met with Ms. Landau of the Trails Program that is developing a walk route to Wilton High School along Route 7. He added that they would fit the criteria for participation in this event, as the Trails Program is an ideal tie-in as a local non-profit agency.

Ms. Lindstrom asked if SBW Events was a 501-3C Non-Profit Organization, and if this is a money-making program for the City. Mr. Weicker responded that they did not yet have their 501-3C designation, but that they were a Non-Stock Organization. Mr. Moccia answered that the group will pay the standard rental fee of \$800 day excluding set-up days and that this is hopefully cultivating a future annual event that could be used to replace the Boat Show, which in view of the current economy may not always be an annual event. Ms. Cece asked why there was no estimated attendance listed, and Mr. Moccia asked Mr. Weicker what the attendance was projected, to which he responded 1,000 to 1,500.

Mr. Tobin stated that while he was in favor of the event, he cautioned the Department to closely watch the back-to-back events in East Norwalk with these weekends where the Oyster Festival is followed by this program, then The Boat Show. Mr. Bondi asked Mr. Weicker to keep the Committee informed as to the final determination of the how proceeds will be designated, and Mr. Weicker asked if that was needed before next week's Council meeting, and Mr. Bondi said no, but to notify Mr. Moccia with the final paperwork.

**** MR. BONENFANT MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE SBW EVENTS GROUP FOR THE USE OF TAYLOR FARM FOR LIVE GREEN CONNECTICUT! TO BE HELD SATURDAY, SEPTEMBER 18, 2010 AND SUNDAY, SEPTEMBER 19, 2010 FROM 8:00 AM – 6:00 PM. BOTH DAYS. SET-UP FRIDAY, SEPTEMBER 17, 2010 AT NOON AND BREAKDOWN ON MONDAY, SEPTEMBER 20, 2010.**

**** THE MOTION PASSED UNANIMOUSLY.**

New Business

1. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Round Hill Highland Games Inc. for the use of Cranbury Park for the 87th Annual Round Hill Highland Games to be held Saturday, July 3, 2010 from 6:00 AM – 9:00 PM. Set up Friday, July 2, 2010 8:00 AM with tear down Monday, July 5, 2010 by Noon. Estimated attendance 2,500.

Mr. Bonenfant commented that he had attended the event in the past and it was well run and a great deal of fun.

**** MR. BONDI MOTIONED TO APPROVE THE ITEM TO FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE ROUND HILL HIGHLAND GAMES INC. FOR THE USE OF CRANBURY PARK FOR THE 87TH ANNUAL ROUND HILL HIGHLAND GAMES TO BE HELD SATURDAY, JULY 3, 2010 FROM 6:00 AM – 9:00 PM. SET UP FRIDAY, JULY 2, 2010 8:00 AM WITH TEAR DOWN MONDAY, JULY 5, 2010 BY NOON. ESTIMATED ATTENDANCE 2,500.**

**** THE MOTION PASSED UNANIMOUSLY.**

2. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Juvenile Diabetes Research Foundation for the use of Calf Pasture Beach for the “Walk to cure Diabetes” to be held Sunday, October 10, 2010 from 9:00 AM – 1:00 PM. Set up Saturday, October 9, 2010 at Noon with tear down Sunday, October 10, 2010 no later than 5:00 PM. Estimated attendance 1,100.

**** MS. LINDSTROM MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE JUVENILE DIABETESRESEARCH FOUNDATION FOR THE USE OF CALF PASTURE BEACH FOR THE “WALK TO CURE DIABETES” TO BE HELD SUNDAY, OCTOBER 10, 2010 FROM 9:00 AM – 1:00 PM. SET UP SATURDAY, OCTOBER 9, 2010 AT NOON WITH TEAR DOWN SUNDAY, OCTOBER 10, 2010 NO LATER THAN 5:00 PM. ESTIMATED ATTENDANCE 1,100.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Town and Country Montessori School for the use of the Pavilion and Trails at Cranbury Park for the Daffodil Dash 5K Walk/Run to be held Sunday, April 11, 2010 from 7:30 AM – 12:30 PM. Estimated attendance 150.

Mr. Mocciae stated that there was a representative of the group in attendance, and that this was a new event, and asked for some background information. The representative stated they were located at the Christian Science Church building on Route 7 in Wilton,

but had no affiliation with them and were a non-profit Montessori School looking to get more awareness and involvement with the Norwalk community to attract more runners.

She added that they had done races in West Chester and was not sure of the race course but would work closely with Mr. Moccia's Department for guidance with the course. Mr. Moccia stated that there was to be no pre-removal of brush along the trails so they were kept in the natural condition.

Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Town and Country Montessori School for the use of the Pavilion and Trails at Cranbury Park for the Daffodil Dash 5K Walk/Run to be held Sunday, April 11, 2010 from 7:30 AM – 12:30 PM. Estimated attendance 150.

**** MR. SIMMS MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE TOWN AND COUNTRY MONTESSORI SCHOOL FOR THE USE OF THE PAVILION AND TRAILS AT CRANBURY PARK FOR THE DAFFODIL DASH 5K WALK/RUN TO BE HELD SUNDAY, APRIL 11, 2010 FROM 7:30 AM – 12:30 PM. ESTIMATED ATTENDANCE 150.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. Approve the use of the Grounds and Parking Area of Silvermine School by Club Connecticut, Jim Gerweck for a Road Race to be held Sunday, February 28, 2010 from 9:00 AM – 11:00 AM. Estimated attendance 125.

Mr. Moccia stated that although this is a repeat event, and Mr. Gerweck was asked to the meeting, since use of the parking lots of schools comes under the jurisdiction of the Parks & Recreation Department.

**** MS. LINDSTROM MOTIONED TO APPROVE THE USE OF THE GROUNDS AND PARKING AREA OF SILVERMINE SCHOOL BY CLUB CONNECTICUT, JIM GERWECK FOR A ROAD RACE TO BE HELD SUNDAY, FEBRUARY 28, 2010 FROM 9:00 AM – 11:00 AM. ESTIMATED ATTENDANCE 125.**

**** THE MOTION PASSED UNANIMOUSLY.**

5. Authorize the Mayor, Richard A. Moccia to enter into an agreement with Tri-fitness for the use of Calf Pasture Beach for an All Women Triathlon to be held Saturday, August 28, 2010 from 6:30 AM – 9:30 AM. Set up to take place Friday, August 27, 2010 at Noon with tear down Saturday, August 28, 2010 at Noon. Estimated attendance 400-500.

Mr. Moccia stated that there was a representative of the group in attendance, who stated that they had wanted to try an all-female event and that this was similar to the Team Mossman events which have been well handled with set up and take down coordination.

**** MR. SIMMS MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH TRI-FITNESS FOR THE USE OF CALF PASTURE BEACH FOR AN ALL WOMEN TRIATHLON TO BE HELD SATURDAY, AUGUST 28, 2010 FROM 6:30 AM – 9:30 AM. SET UP TO TAKE PLACE FRIDAY, AUGUST 27, 2010 AT NOON WITH TEAR DOWN SATURDAY, AUGUST 28, 2010 AT NOON. ESTIMATED ATTENDANCE 400-500.**

**** THE MOTION PASSED UNANIMOUSLY.**

6. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the Norwalk Karting Association for the use of Calf Pasture Beach Parking Area for their Annual Spring and Fall 2010 Racing Season for the following dates:

Spring: March 27; April 3, 10, 17, 24; May 1, 8(no Sunday), 16, 22(no Sunday);

Fall: September 18, October 2, 9(no Sunday), 16, 23, 30; November 6, 13, 20.

Sunday racing makeup, if available. Estimated attendance each race 250.

Mr. Moccia stated this was an excellent event done over the past 37 years, and that the organization has made donations of trees along the island. Mr. McQuaid added that they have done a great job upgrading the event to the next level with well-run events, incorporating safety measures.

**** MR. BONENFANT MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO ENTER INTO AN AGREEMENT WITH THE NORWALK KARTING ASSOCIATION FOR THE USE OF CALF PASTURE BEACH PARKING AREA FOR THEIR ANNUAL SPRING AND FALL 2010 RACING SEASON FOR THE FOLLOWING DATES:**

SPRING: MARCH 27; APRIL 3, 10, 17, 24;

MAY 1, 8(NO SUNDAY), 16, 22 (NO SUNDAY);

FALL: SEPTEMBER 18, OCTOBER 2, 9(NO SUNDAY), 16, 23, 30;

NOVEMBER 6, 13, 20.SUNDAY RACING MAKEUP, IF

AVAILABLE. ESTIMATED ATTENDANCE EACH RACE 250.

**** THE MOTION PASSED UNANIMOUSLY.**

7. Authorize the Mayor, Richard A. Moccia to enter into an agreement with Stephen Siegel for the use of Cranbury Park for Brentapoloosa – A Music Festival Benefitting the Dana Farber Cancer Institute to be held Saturday, June 12, 2010 from 2:00 PM – 10:00 PM. Set up to take place Friday, June 11, 2010 at Noon with break down by Sunday, June 13, 2010 at Noon.

Mr. Moccia stated the item was removed, as applicant has selected another venue.

8. Coast Guard Auxiliary Lease – Authorize the Mayor, Richard A. Mocciae to execute an agreement with Flotilla 72 Corporation A/K/A United States Coast Guard Auxiliary for the use of the land surrounding the Coast Guard Auxiliary building at Calf Pasture Beach. Lease period shall be three years with 1 two year option. Lessee shall be responsible for its share of utility costs.

Mr. Mocciae stated that this is a standard agreement continuation that has been in place for the past 40 years, and that they are the official watch dog for the Norwalk Harbor. He added that with future plans to upgrade the building the agreement may be modified, which is why they have added the two year option.

**** MR. BONENFANT MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIAE TO EXECUTE AN AGREEMENT WITH FLOTILLA 72 CORPORATION A/K/A UNITED STATES COAST GUARD AUXILIARY FOR THE USE OF THE LAND SURROUNDING THE COAST GUARD AUXILIARY BUILDING AT CALF PASTURE BEACH. LEASE PERIOD SHALL BE THREE YEARS WITH 1 TWO YEAR OPTION. LESSEE SHALL BE RESPONSIBLE FOR ITS SHARE OF UTILITY COSTS.**

**** THE MOTION PASSED UNANIMOUSLY.**

9. Sailing School Lease – Authorize the Mayor, Richard A. Moccia to execute an agreement with Norwalk Small Craft Safety Training Program Inc. d/b/a Norwalk Sailing School for the use of the land around the Norwalk Sailing School building at Calf Pasture Beach. Lease period shall be Three Years with 1 two year option. Lessee shall be responsible for its share of utility costs.

Mr. Bonenfant stated that this was the main basis for boat rescue, and the representative stated that they operate under the direction of the Coast Guard and have become more active in patrolling the Norwalk Harbor since 911. He added that they have been in Norwalk for 70 years, providing boat safety checks, commercial towing, reporting bridge activity and teaching courses on water safety. They work with clean water groups, testing water quality, have an annual booth at the Oyster Festival, and all proceeds come back to the Community.

**** MR. BONENFANT MOTIONED TO APPROVE THE ITEM AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO EXECUTE AN AGREEMENT WITH NORWALK SMALL CRAFT SAFETY TRAINING PROGRAM INC. D/B/A NORWALK SAILING SCHOOL FOR THE USE OF THE LAND AROUND THE NORWALK SAILING SCHOOL BUILDING AT CALF PASTURE BEACH. LEASE PERIOD SHALL BE THREE YEARS WITH 1 TWO-YEAR OPTION. LESSEE SHALL BE RESPONSIBLE FOR ITS SHARE OF UTILITY COSTS.**

**** THE MOTION PASSED UNANIMOUSLY.**

10. Authorize the Purchasing Agent to issue a purchase order as sole source supplier to Musco Lighting for a sum not to exceed \$46,224.00 for the supply of Tennis Lighting for Mathews Park Tennis Courts. Acct #09106030-5777-C0132 and 09096030-5777-C0132.

Mr. Mocciae stated that the Committee had approved lighting along the bike trains and that this was now to replace what had been removed four years ago. Ms. Lindstrom asked if this was just for the tennis courts, and how many poles there were, and if this was in the Capital Budget. Mr. Mocciae answered four poles, approved in the Capital Budget two years ago, and added that the lights were “environmentally green” with low light pollution.

**** MR. BONDI MOTIONED TO APPROVE THE ITEM TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER AS SOLE SOURCE SUPPLIER TO MUSCO LIGHTING FOR A SUM NOT TO EXCEED \$46,224.00 FOR THE SUPPLY OF TENNIS LIGHTING FOR MATHEWS PARK TENNIS COURTS. ACCT #09106030-5777-C0132 AND 09096030-5777-C0132.**

**** THE MOTION PASSED UNANIMOUSLY.**

11. Authorize the Purchasing Agent to issue a purchase order to Country Carpenters, Inc. for Bid#2912 Carriage House Fodor Farm for a sum not to exceed \$27, 310.90. Account #356074-5560, a state grant for Fodor Farm from Department of Environmental Protection.

Mr. Mocciae stated that this is 90% grant funded with \$3,000-\$4,000 that would be used for foundation materials for the local carpenters union to hold a “barn raising” in June. Ms. Lindstrom asked for the language of the item to be modified to include a more descriptive wording of “materials to construct a new carriage house” with back-up fact sheet document. Mr. Mocciae agreed to provide a summary sheet of details for the item.

**** MR. SIMMS MOTIONED TO APPROVE THE ITEM TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO COUNTRY CARPENTERS, INC. FOR BID#2912 FOR MATERIALS TO CONSTRUCT A NEW CARRIAGE HOUSE AT FODOR FARM FOR A SUM NOT TO EXCEED \$27, 310.90. ACCOUNT #356074-5560, A STATE GRANT FOR FODOR FARM FROM DEPARTMENT OF ENVIRONMENTAL PROTECTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

17. Authorize the Mayor, Richard A. Moccia to enter into an agreement with the United Haitian American Society for the use of Veteran’s Park for their Annual CT Haitian-American Day Celebration to be held Saturday, July 17, 2010 from 8:00 AM – 10:00 PM. Set-up and breakdown to be determined. Estimated attendance 3,500.

Mr. McQuaid requested this item to be tabled until the next meeting, as the group has been quite understandably involved with the disaster relief efforts in Haiti. He added that he extends his condolences to Mr. Arazo and his family at this time of crisis.

V. Discussion - Master Plan for Cranbury Park

Mr. Mocciae stated that another public information was held on January 13, 2010, and as a result of public comments, Mr. Gary Sorge would present modifications to the plan in response to issues:

(Mr. Kydes entered the meeting at 8:00 p.m.)

Master Plan for Cranbury Park

Recommendations

Program of Improvements

Following our meetings with the Master Plan Advisory Committee and information received at our two public forums, Stantec developed the following Program of Improvements. These program elements are reflected in the proposed schematic plan presented herein (see Page 26).

- Trails and Open Space
 - Redefine trail hierarchy (way-finding, trail maintenance, trail crossings)
 - Minimize trail sprawl and protect sensitive areas (vernal pools, wetlands)
 - Define perimeter particularly for access control in susceptible areas
 - Enhance the Great Lawn (ornamental tree placement at focal points, reestablish alley)
- Vegetation Enhancements (ie. new conifer plantings, understory protection)
 - Control invasive species (pilot project)
 - Sustain garden maintenance and funding
- Public Gathering Areas
 - Define for co-existence of variety of passive recreation activities
 - Enhance playground including addition of a splash pad
 - Enhance the Orchard landscape (including dog play area)
 - Reclaim and enhance the southernmost portion of the park for meaningful recreational use (adventure play)
- Historical & Cultural Enhancements (structures)
 - Fund Estate and Tea House maintenance (masonry re-pointing)
 - Achieve Historic Register for Gallaher Estate (consider structure as well as grounds)
 - Improve connectivity to Cranbury School grounds
 - Establish community gardens
 - Consider the winery perhaps through public/private partnership
- Utility Improvements
 - Select areas for drainage improvements and utility under-grounding
 - Enhance parking areas namely for aesthetic and stormwater management purposes
 - Improve emergency access and response (call boxes; staff)
 - Reorganize service and maintenance area(s)
 - Provide additional restrooms (seasonal facilities; composting units)

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- Public Gathering Areas
 - Define for co-existence of variety of passive recreation activities
 - Enhance playground including addition of a splash pad
 - Enhance the Orchard landscape (including dog play area)
 - Reclaim and enhance the southernmost portion of the park for meaningful recreational use (adventure play)
- Historical & Cultural Enhancements (structures)
 - Fund Estate and Tea House maintenance (masonry re-pointing)
 - Achieve Historic Register for Gallaher Estate (consider structure as well as grounds)
 - Improve connectivity to Cranbury School grounds
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 - Consider the winery perhaps through public/private partnership
- Utility Improvements
 - Select areas for drainage improvements and utility under-grounding
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 - Provide additional restrooms (seasonal facilities; composting units)

Community Garden

A three acre community garden has been located on the south-western corner of Kensett and Grumman Avenues. At present, the site is heavily wooded. The layout as shown (See Page 44) may accommodate up to 90 community garden spaces, a gardening storage building and fifteen parking spaces. The establishment of a community garden can bring revenue to the park as well and create neighborhood interest and activities. Farmer's markets, camps with gardening classes, food tasting and various other events can stem from a successful community garden. Commercial opportunities may also exist where local restaurants may stage events or obtain locally grown fruits and vegetables.

Winery

The site of the proposed winery is heavily wooded (See Page 44). In addition to conducting extensive site review, much research would be required to establish a winery in Cranbury Park. An established facility would promote local farming, provide a unique educational and cultural recreation facility, and provide for community gathering. The architecture of this building should be of sustainable "green" design. The building and grounds should accommodate the production, storage and sale of wine and provide a picnic grove and/or patio. Entertainment, seminars and educational sessions could be held offering additional opportunities for revenue generation.

Land cleared for growing grape vines should be between four and seven acres. As part of the project pre-planning, growing conditions must be evaluated to ensure optimum conditions can be achieved. The winery site may be leased to a vineyard operator who may be interested in establishing a satellite facility in lower Fairfield County. Maintained woodland buffer to neighboring residents, as shown, exceeds 350' distance.

Reclamation and Enhancement of South Parcel

The south parcel is an ideal location for the establishment of an Adventure Play Area (See Pages 45 and 46). The play area will serve to accommodate park visitors as well as students and teachers from Cranbury Elementary School. Incorporated into this site is an interactive playground. Play equipment would have a natural theme and encourage nature exploration and creative learning. The Adventure Play Area will be an integral part of the park's day camp popularity.

There are two existing building to utilize on this site. The red bunk-house building can accommodate learning classrooms, day camp programs and other in-door activities. The other barn-like building may be used for storage, an outdoor classroom facility or and additional picnic pavilion. Restrooms of sufficient capacity should also be provided. Composting units or enclosed portable units may be most practical at this location.

Benefits of Increased Revenue

Current cost to staff and maintain Cranbury Park is \$150,000 (see summary on Page 14) with revenue totaling approximately \$34,000 (See Page 23). Capital expenses over the past three years totaled \$250,000. Distributing these capital costs equally over the past three year period, the City’s combined annual capital and operations funding for Cranbury Park was and remains at approximately \$235,000 per year. Opportunities exist to generate additional revenue from new facilities, programs and events to not only sustain this level of City funding but to also fund additional and dedicated park staff. As summarized on pages 51-53, additional revenue (per year) potential could exceed \$300,000 though additional capital expenditure will be necessary (see Page 55) to achieve this level or portions thereof. The City of Norwalk should consider the benefit of initial capital investment in improving and expanding park facilities and programs particularly those that have revenue generating potential. This Master Plan contains a Capital Plan (Page 55) that aims to implement recommended improvements strategically so that additional revenue may be realized in the short term.

This Plan aims to establish a framework for future improvements inclusive of revenue generating mechanisms. The primary goal is to achieve financial sustainability so that revenue generated by facilities and programs within the park is reinvested back into the park or used to fund dedicated staff. Should financial sustainability be unachievable, the City of Norwalk may still significantly reduce the deficit that currently exists between staff and operational costs and revenue.

To achieve the recreation potential of the Park, enhance public safety and better serve City residents, the capital improvement plan should be funded, additional staff dedicated to park programming and newly generated revenue reinvested in sustaining the capital plan and the future of Cranbury Park.

Capital Improvement Plan

A Capital Improvement Plan is presented on Page 55. The Plan includes a listing of recommended park improvements and an opinion of respective costs projected out over a 0-15 year timeframe. The costs presented are based on plan concepts and should be used for planning purposes only. The scope and magnitude of individual projects shall determine the actual cost to design and implement the proposed improvements. The Capital Plan is followed by plan illustrations (see Pages 56-59) that define the general work areas associated with recommended short-, mid- and long-term park improvements.

Site Statistics

The following table summarizes existing and proposed land areas as well as parking space totals associated with key recommendations of the Master Plan. A new playground and expansion of the existing playground as well as proposed winery and community gardens represent significant park features each aimed at greatly enhancing recreational value and revenue generation through park programming.

Site Statistics	Existing Area	Proposed Area
Park Amenity		
Total Park Area	227 acres	227 acres
Wetlands	16 acres	16 acres
Main Trails	4.6 miles	5.1 miles
Existing Playground	6,057 sf	8,891 sf
Great Lawn	7.6 acres	7.3 acres
Orchard	3.25 acres	3.25 acres
Winery, Community Gardens, New Playground	0 acres	9.4 acres
Parking Spaces	143	194

Cranbury Park Staffing Plan

Volunteers

Over the years, Volunteers have played a pivotal role in the maintenance and aesthetic appeal of Cranbury Park. Volunteer efforts account for maintenance of gardens near the Gallaher Estate as well as repair of trails. The efforts of dedicated volunteers are invaluable and will remain a critical ingredient in the surveillance, upkeep and beauty of Cranbury Park.

Friends of Cranbury Park have expressed the need for an oversight or advisory committee to review volunteer projects proposed for the park. Such oversight will ensure conformance with the objectives of the Master Plan, that maintenance of any new facilities is achievable and that new activities or programs are complementary to other park uses. The appointed committee should include a representative from each major stakeholder group that is active in the park as well other City staff or individuals who have professional backgrounds in planning, engineering, landscape architecture, architecture and environmental science. As elements of the Master Plan are implemented, Volunteers may continue to play a vital role. However, as improvements take place additional maintenance and staff will be needed. This effort may be best accommodated by dedicated park staff.

Short-term Strategy (0-5 Year Plan)

The short-term staffing plan should include a park ranger for Cranbury Park either through a City-wide program or through dedicated staff for Cranbury Park alone. In the short-term, it may be most feasible to adopt a City-wide program until additional revenue is generated by new facilities or programs in Cranbury Park. One strategy may include reducing hours where other City park entrances are manned. For example, reducing hours when entry to Calf Pasture Park gates are manned may permit the City to fund a mobile park ranger program to cover Calf Pasture during these hours and also to visit other parks namely Veterans and Cranbury Parks. Where fees for non-residents are permitted, park rangers shall check windshield displays for proof of residency. Entry fees by non-residents and non-sticker visitors will need to be collected by other means. One concept may include initiation of a pay station and dashboard pass similar to programs maintained by parking authorities and the National park Service. Currently Calf Pasture has full-time manned entrance during the summer season. Should hours be reduced to Friday, Saturday, Sunday and holidays only, budget reallocation may help to fund a City-wide ranger program.

The City should also consider adding a dedicated events coordinator. This individual would be responsible for advertising, attracting, negotiating, planning and facilitating revenue generating events in Norwalk's parks namely Cranbury Park. This is a major step in achieving revenue generating potential from existing facilities and, of course, newly established facilities and programs.

Master Plan for Cranbury Park

Mr. Kydes mentioned the issue of the on-going problem with dog feces and the failure of dog owners to follow leash laws. Mr. Mocciaie responded that this was not a part of the Master Plan, but that enforcement of leash laws was the issue. Mr. Bondi stated that the addition of Park Rangers would provide an answer to the enforcement issue.

Mr. Kydes stated that he felt the plan was well thought out and very beneficial to the City, as Cranbury Park is a jewel of the City. He added that he is very much in favor of the Plan. Mr. McQuaid added that the plan revisions have answered public comments and addressed the concerns and should show the residents that the Plan is well developed and represents fifteen years of vision, crafted to the needs of the City.

Mr. Tobin stated that the West Side issue keeps coming up, and it is clear that based on public comment that it should be left alone. Mr. McQuaid stated that he was in agreement and suggested that the Committee make a statement that no development in the West Side of the park other than walking trails should be done or stated in the plan.

Mr. Bonenfant thanked Mr. Sorge for his thorough response to the public comments, and stated that his only concern that the Park does not get overbooked with special events where each weekend residents have to pay admission to use the park, that this is not the intention of the Master Plan. Mr. Sorge responded that only the Estate and Pavillion rentals will be scheduled and most events are during off peak usage hours. Mr. Kydes added that he was in agreement to leave the West Side along in its virgin state and emphasize the re-foliage of maple trees and replacing landscape with existing natural materials. Mr. Sorge added that more evergreens would be added to the plan for planting..

Mr. Simms stated that he echoed comments of the other members to leave the West Side as is, and the Plan was well thought out and great for the City. He added that he is very much in favor of the Plan and it will truly enhance Cranbury Park which is one of the City's great resources.

Ms. Lindstrom thanked Mr. Sorge for his response to the feedback of the residents, and asked with the trails, parking and play area if tree removal was part of the plan. Mr. Sorge responded that there was no intention to remove trees only invasive weeds, and it was their intention to add more plantings to cover the exposed ground in areas mentioned, and to continually replace the vegetation.

Mr. Sorge added that there is much educational opportunity for Cranbury Elementary School to take ownership of some of the tree and garden areas, along with Friends of Cranbury Park and their volunteer efforts of assistance. He added that the Historical Commission, along with plans by the private sector are in the works where the Diageo Company is interested in a project to provide 60-80 volunteers to work on some of the pruning and clearing of invasive weeds.

Mr. Bondi added that there was a misconception of the definition of a winery, and it is more intended to be an educational vineyard or museum not a mass grape orchard. For the record, Mr. Mocciae stated that it was not intended as a revenue source, but an educational effort.

Mr. Sorge offered to do a complete update of the original Plan which could be posted on the City website, so that residents could see the outcome of the public comments and concerns. Mr. McQuaid suggested that the updated Plan be available to the public for a few weeks prior to the next submission to the Common Council. Mr. Mocciae stated he would bring this updated Master Plan to next month's agenda for another review to then be forwarded to the Common Council.

Field Usage Presentation

Mr. Mocciae explained that with the amount of use and overuse of City fields, it is becoming increasingly difficult to maintain the fields required to support the existence for the number of leagues in the City. He is recommending the creation of standards and parameters relative to limiting team expansions, similar to what the City of Stamford has just done where they have instituted a moratorium on new leagues. Mr. Mocciae stated that Mr. Anastasia and Mr. Hughes have developed an overview presentation on field usage guidelines, and recommendations for 2010.

Mr. Hughes presented the background overview and field usage guidelines, and recommendations and highlighted that there are countless factors which affect field conditions such as construction quality, irrigation, age group of users, drainage, etc. He reviewed the recommendations for timing and maintenance of natural and turf fields and stated that a rotation of non-usage be scheduled to prolong the life and value of the playing fields. He summarized that overuse is the primary factor of the City fields.

A review of the field conditions for all Norwalk fields was included as follows: Anastasia (Roosevelt), Andrews Field, Brien McMahon Baseball, Pit, Softball; Calf Pasture 1, 2, 3: Cranbury School; Devine (Honey Hill) Dunbar (Broad River) Fitch Field; Flax Hill, Malmquist (City Hall); Nathan Hale Lower & Upper; Baseball; Naramake; Ponus; Ray Barry (Norwalk High) Roton Baseball & Soccer; Tracy; Vets Park; West Rocks Upper & Lower; Wolfpit.

He summarized that most of the fields in Norwalk used for soccer/football/lacrosse need to be put on a yearly reseeding schedule; which would need to be suspended for a season for rejuvenation; accomplished through prudent planning and rotation usage.

Mr. Mocciae stated they are recommend to renovating the Nathan Hale fields from grass to turn, which would hopefully better accommodate the school needs and begin to address additional field requirements by the leagues.

Mr. Simms stated that there seems to be an uneven allocation of fields resulting non-usage of many fields in South Norwalk. Mr. Bondi responded that many groups are unwilling to use those fields because of reports of car break-ins. Mr. Mocciaie stated that Woodward and Flax Hill fields are being used and that Ryan Park is just too small to schedule for anything but practices and not games.

Mr. Simms added that he would like to see the fields in South Norwalk be maintained at a better level, and Mr. Mocciaie responded that with budget constraints, the money would have to be addressed and recommended by the Common Council members.

Mr. Tobin requested an inventory chart of field usage, and Mr. Mocciaie replied that he could provide that for the next meeting. He added that he would also provide the language used by the City of Stamford relative to their moratorium of new leagues being formed.

**** MR. BONDI MOTIONED TO ADJOURN.
** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Marilyn Knox,
Telesco Secretarial Services