

**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COMMITTEE*
JULY 8, 2015**

ATTENDANCE: Jerry Petrini, Chair; John Kydes, Michelle Maggio, Eloisa Melendez, David McCarthy, Shannon O'Toole-Giandurco.
STAFF: Michael Mocciae, Director, Recreation and Parks Department.
OTHER: Richard Bonenfant, Common Councilman;
Representatives of Facility Rental Applications, as noted.
*It is noted that the location of the meeting was Calf Pasture Beach.

Roll Call

Mr. Petrini called the meeting to order at 7:00 p.m. and stated that members listed above were in attendance and that a quorum was present.

Approval of Minutes

May 13, 2015

**** MR. MCCARTHY MOVED TO APPROVE THE MINUTES OF THE MEETING OF MAY 13, 2015 AS SUBMITTED.**
**** MOTION PASSED UNANIMOUSLY.**

June 10, 2015

**** MR. MCCARTHY MOVED TO APPROVE THE MINUTES OF THE MEETING OF JUNE 10, 2015 AS SUBMITTED.**
**** MOTION PASSED UNANIMOUSLY.**

Public Participation

Diane Lauricella, Blue Mountain Ridge Road, Norwalk spoke about the need for recycling at all events. She referred to her expertise as an environmental consultant and how the City saves money by selling recyclables at \$85/ton. She referred to the Plan for Conservation and Development and quoted section B on the recycling plan. She asked that event contracts be noted that caterers need to recycle and there should be blue bin coordination with DPW. She provided copies of the blue notes that were distributed at the Fireworks last week, as follows:

Welcome to the 2015 Norwalk Fireworks Weekend Celebration!
Remember that Recycling is Patriotic. Join the effort to increase and improve Norwalk's recycling program. We need your help this year! Please place your emptied bottles, cans, cups in the marked BLUE RECYCLING BARRELS next to the trash dumpsters and the green trash barrels. We want you to help recycle the same things that you do at your homes during this fireworks event! Fun Recycling Fact: For every Ton of material recycled, we save taxpayers \$85 dollars per Ton of trash disposed!

Old Business – None

Mr. Petrini noted to the members in attendance of the rental applications that require Common Council approval, attendance is required at the meeting on July 14, 2015 at 7:30 p.m.

New Business

1. Approve the use of the Cranbury Park Gallaher Estate and immediate surrounding grounds by Suzy Theodoridis for a Wedding to be held Saturday, July 2, 2016 from 4:30 p.m. to 11:00 p.m. Estimated attendance 250.

There was no one in attendance representing the item. Mr. Petrini deferred the item.

2. Approve the use of the Cranbury Park Pavilion and immediate surrounding grounds by Louis Dreyfus Commodities LLC. for a Corporate Cookout to be held Thursday, August 13, 2015 from 12:00 PM -7:00 PM with a rain date of Thursday, August 27, 2015; Estimated attendance 100-150.

Ms. O'Toole-Giandurco moved the item.

Mr. Petrini acknowledged the representative in attendance, and there were no questions or comments from the Committee members. Mr. Petrini noted that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

3. Approve the use of Cranbury Park Gallaher Estate and immediate surrounding grounds by William Orechovesky for a Wedding to be held Saturday, October 22, 2016 from 2:00 PM -11:00 PM. Estimated attendance 200.

Mr. McCarthy moved the item.

Mr. Petrini acknowledged the representative in attendance who requested a time change from 1pm to 2pm and from 10pm to 11pm. There were no questions or comments from the Committee members. Mr. Petrini noted that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

4. A) Authorize the Mayor, Harry W. Ruling to enter into an agreement with Chozen Few Entertainment dba SoNo Entertainment & Recording Studios for the use of Mathews Park for a Summer Music Festival to be held Saturday, August 29, 2015 from 12:00 PM —9:00 PM. Set up to take place Saturday, August 29, 2015 at 9:00 AM with tear down no later than 12:00 Noon on Sunday, August 30, 2015. Estimated attendance 100+.

B) Approve the use of the Show Mobile by Chozen Few Entertainment dba SoNo Entertainment & Recording Studios for the use of Mathews Park for Summer Music Festival to be held Saturday, August 29, 2015.

Mr. McCarthy moved the item.

Mr. Petrini acknowledged the representative in attendance, and noted that this was approved buy back to the Committee for a date change. There was a question if the group

could release promotional materials before Council approval. Mr. Petrini noted that although approval would be most likely, it is not guaranteed and suggested that the release of documents not proceed until formal approval was obtained. Mr. Petrini noted that attendance at the Common Council meeting was required on Tuesday, July 14 at 7:30 p.m.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

5. Approve the use of Cranbury Park Pavilion and immediate surrounding grounds by Home Serve USA for a Corporate Olympics to be held Friday, September 18, 2015 from 8:00 AM — 6:00 PM. Estimated attendance 200.

Mr. Kydes moved the item.

Mr. Petrini acknowledged the representatives in attendance, and there were no questions or comments from the Committee members. Mr. Petrini noted that attendance at the Common Council meeting was not required, and Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

6. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the National Kidney Foundation for the use of Calf Pasture Beach for their 2016 Fairfield County Kidney Walk to be held Sunday, May 15, 2016 from 7:30 AM -.2:00 PM. Set up to take place Friday, May 13, 2016 at 12:00 PM with tear down no later than 12:00 Noon on Monday, May 16, 2016. Estimated attendance 500.

Mr. McCarthy moved the item.

Mr. Petrini acknowledged the representative in attendance, and Mr. Mocciaie noted that the public event paperwork needs to be completed at the City Clerk's office for signatures. It was noted that attendance at the Common Council meeting was required on next Tuesday, July 14 at 7:30 p.m.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

7. Approve the use of Cranbury Park Gallaher Estate and immediate surrounding grounds Thomas Daly and Holly Hansen for a Wedding Reception to be held Saturday, August 13, 2016 from 12:00 PM - 7:00 PM. Estimated attendance 150.

Mr. McCarthy moved the item.

Mr. Petrini acknowledged the representative in attendance, and there were no questions or comments from the Committee members. Mr. Petrini noted that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

8. Approve the use of Cranbury Park Gallaher Estate and immediate surrounding grounds by Polly Torrence for a Wedding Reception to be held Saturday, August 20, 2016 from 2:00 PM - 11:00 PM. Estimated attendance 200.

Mr. Kydes moved the item.

Mr. Petrini acknowledged the representatives in attendance, and there were no questions or comments from the Committee members. Mr. Petrini noted that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

9. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the New England Auto Museum for the use of Mathews Park for a Father's Day Car Show to be held Sunday, June 19, 2016 from 9:00 AM - 4:00 PM. Set up to take place on Saturday, June 18, 2016 at 12:00 Noon with tear down no later than Monday, June 20, 2016 at 12:00 Noon. Estimated attendance 1,000.

Mr. McCarthy moved the item.

Mr. Petrini acknowledged the representative in attendance, and Mr. Mocciaie noted that the public event paperwork needs to be completed at the City Clerk's office for signatures. It was noted that attendance at the Common Council meeting was required on next Tuesday, July 14 at 7:30 p.m.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

10. Approve the use of Cranbury Park Pavilion and immediate surrounding grounds by SDG Corporation for a Company Picnic and BBQ to be held Friday, September 11, 2015 from 10:00 AM - 7:00 PM. Estimated attendance 150.

Ms. Maggio moved the item.

Mr. Petrini acknowledged the representative in attendance, and there were no further questions or comments from the Committee members. Mr. Petrini explained that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

10. A) Approve the use of the Wolfpit School Grounds and Parking Area by the Wolfpit School PTO for their Annual Pumpkin Festival to be held Saturday, October 10, 2015 from 8:00 AM — 5:00 PM with a rain date of Sunday, October 11, 2015. Estimated attendance 100±.

B) Approve the use of the Wolfpit School Grounds by the Wolfpit PTO for a Back to School BBQ to be held Friday, September 18, 2015 from 4:30 PM - 7:30PM with a rain date of Friday, September 25, 2015. Estimated attendance 200.

Ms. O'Toole-Giandurco moved the item.

Mr. Petrini acknowledged the representative in attendance, and there were no questions or comments from the Committee members. Mr. Petrini noted that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

11. Approve the use of the Cranbury Park Pavilion and immediate surrounding grounds by Neilsen for a Corporate Summer Picnic to be held Tuesday, August 18, 2015 from 11:00 AM — 6:00 PM. Estimated attendance 125.

Mr. McCarthy moved the item.

Mr. Petrini acknowledged the representative in attendance, and there were no questions or comments from the Committee members. Mr. Petrini noted that Mr. Mocciaie's office would be in contact with the required paperwork.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

13. Authorize the Purchasing Agent to issue a Purchase Order to Turf Products LLC for a Toro Groundsmaster 5910 per State of Connecticut DAS Contract Award #13PSXO31 for an amount not to exceed \$96,229.30. Account #0916-6030-5777-C0486.

Ms. Maggio moved the item.

Mr. Mocciaie explained this was necessary equipment for maintenance of the field turf, and this would be on the agenda for Council approval next week.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

14. Authorize the Director of Public Works, to execute change orders with Deering Construction, Inc. for project PM2015-1 Pavement Management Program for a sum not to exceed \$146,910.00. Account #0914-1000-5777-C0536. The work is for ADA Projects under the Department of Recreation and Parks.

Mr. McCarthy moved the item.

There was discussion on the Americans with Disabilities Act program projects at municipal buildings as part of the approved capital budget.

**** MOTION TO APPROVE PASSED UNANIMOUSLY.**

Discussion

Naming of Fields Requests

Mr. Mocciaie referred to a letter from NAA Babe Ruth Girls Softball to name the Marvin School Softball field in honor of Isabella Icatar who lost her battle with brain cancer at age nine.

There was discussion and there was consensus that this is something that should be done and is a fitting tribute under the circumstances. It agreed to put the item on the agenda next month for action.

Mr. Mocciae referred to a letter from Norwalk Junior Lacrosse Assn. to name the lacrosse fields at Veteran's Park after a living member of the community, Jack Couch. There was discussion and it was agreed that this request is very different, and naming of a field for a living member requires further review of the guidelines. It was agreed to have a more detailed resume in support of the request to review the rationale for the naming. Mr. Mocciae noted that the item will be on the agenda next month for further discussion.

Other

Mr. Mocciae stated that there was an incident at Cranbury Park that he wanted to bring to the attention of the Committee. He explained that there was an event where attendance exceeded the approved amount, liquor was being sold, and there was inappropriate behavior and damages to the grounds. He noted that police were called when the guests would not leave after the custodian tried to close the party when it went on beyond the time limit. He added that there was broken glass and people using the bathroom on the grounds and other crude behavior was displayed.

Mr. Kydes asked what recourse is taken, and Mr. Mocciae noted that the bond is being held pending a review of the extent of damages and costs incurred.

There was discussion on the need for a meeting to establish guidelines and policy enforcement and procedures. Mr. Mocciae suggested that there may be a need to establish a tier of event categories such as corporate, promotional, community service, or weddings. He added that there may be a strict outline terms of special permits or contracts.

Mr. Petrini noted that he would send recommendations to the Committee members by e-mail to review and this would be on the agenda for discussion at the next meeting.

Mr. Mocciae noted that there may be no meeting in August depending on the items on the agenda that require timely approval.

Adjournment

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

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,
M. Knox,
Telesco Secretarial Services