

**RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL  
COMMITTEE  
CITY HALL – ROOM A300  
WEDNESDAY, DECEMBER 9, 2015  
8:00 PM**

I Roll Call

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II Minutes of October 14, 2015

III Public Participation

IV Old Business

1. Event Conditions for Parks Usage:

- a) Any events that do not include promotions or ticket sales over 100 would be required to hire through Police Extra work one officer for the duration of the event. (Not including set-up or tear down time)
- b) Any events that do not include promotions or ticket sales over 200 and under 300 will be required to hire 2 officers for the duration of the event. (Not including setup or tear down time)
- c) Any event deemed promotional which involves ticket sales and or cost of admission will be referred to the Parks and Recreation Committee and to Full Council for a formal agreement including a public gathering permit.

V New Business

- 1. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Child Guidance Center of Mid-Fairfield County for the use of Calf Pasture Beach, Sunday, February 28, 2016 from 8:00 AM – 11:00 AM for a Polar Bear Plunge. Estimated number of participants is 75-100
- 2. Approve the use of the Gallaher Mansion and immediate surrounding grounds by Margaret Hayn for a wedding ceremony and reception to be held Saturday, July 2, 2016 from 2:00 PM – 11:00 PM. Estimated attendance 100
- 3. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Lockwood-Mathews Mansion Museum for the use of the grounds at Mathews Park, Sunday, June 12, 2016 from 12:00 PM – 4:00 PM for their Ice Cream Social. Set up to take place Sunday, June 12, 2016 from 6:00 AM and will be broken down by 6:00 PM. Estimated attendance 1,000

4. Authorize the Mayor Harry W. Rilling to enter into an agreement with the Lockwood-Mathews Mansion Museum for the use of the grounds at Mathews Park for an Old Fashioned Flea Market to be held Sunday, September 18, 2016 from 10:00AM – 5:00 PM. Set up to take place September 18<sup>th</sup> at 6:00AM and will be broken down by Monday, September 19<sup>th</sup> by 12:00PM. Estimated attendance 2,000
5. Authorize the Mayor Harry W. Rilling to enter into an agreement with the Connecticut Valley Region-Porsche Club of America for the use of the Pavilion and grounds of Cranbury Park for their Annual Concours to be held Sunday, July 17, 2016 from 8:00 AM – 3:00 PM. Set up to take place July 17, 2016 6:30AM and will be broken down by 5:00 PM, July 17, 2016. Estimated attendance 125
6. Approve the use of Cranbury Park Gallaher Estate and immediate surrounding grounds by Jake & Carly Rutsky for a B’Nai Mitzvah to be held Saturday, May 13, 2017 from 2:00 PM – 11:00PM. Estimated attendance 250
7. Approve the use of the Cranbury Park Gallaher Estate and immediate surrounding grounds by Ryan McIntosh for a wedding to be held Saturday, October 7, 2017 from 3:00PM – 12:00 midnight. Estimated attendance 200
8. Approve the use of the Cranbury Park Gallaher Estate , the Terrace, Tea House and Garden by Freud Vieira Braz for a wedding to be held Saturday, June 16, 2016 from 2:00PM – 11:00PM. Estimated attendance 100
9. Approve the use of the Pavilion at Cranbury Park and immediate surrounding grounds by the NAA-Babe Ruth Norwalk Girls Softball program to be held Saturday, June 18, 2016 from 9:00AM – 6:00PM. Estimated attendance 250.
10. Approve the use of the Cranbury Park Gallaher Estate and immediate surrounding grounds by Pamela Harvey for a wedding to be held Saturday, July 16, 2016 from 2:00PM – 11:00PM. Estimated attendance 125
11. Authorize the Mayor, Harry W. Rilling to enter into an agreement with JS Endurance, LLC for the use of Veterans Park for the SoNo Half Marathon/5 K/Kids Fun Run to be held Saturday, October 15, 2016 from 9:00AM – 2:00PM. Set up to take place Friday, October 14, 2016 at 9:00AM and will be broken down by 12:00 Noon, Sunday, October 16, 2016. Estimated attendance 1,400
12. Authorize the Mayo, Harry W. Rilling to enter into an agreement with Gordon Fine Arts of the use of the grounds at Mathews Park to host the Norwalk Arts Festival to be held June 25-26, 2016 from 10:00AM – 5:00PM each day. Set up to take place Friday, Monday, June 24<sup>th</sup> 9:00AM and will be broken down by June 27<sup>th</sup> at 12:00 Noon. Estimated attendance 1,000
13. Authorize the Mayor, Harry W. Rilling to enter into an agreement with SS Faire Events for the use of Gallaher Mansion and surrounding grounds for a Renaissance Faire to be held July 22 & 23, 2016 from 11:00 AM – 7:00 PM each day. Set up to take place Friday, July 21, 2016 from 7:00 AM and will be broken down by Sunday, July 24<sup>th</sup> by 12:00 Noon. Estimated attendance 1,000

14. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Carting Association to request the following dates for their kart racing events at Calf Pasture Beach:

2016 Spring Season: March 19<sup>th</sup>, 26<sup>th</sup>, April 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup>,  
May 1<sup>st</sup>, 7<sup>th</sup>, (no Sunday 8<sup>th</sup>) and 14<sup>th</sup>

2016 Fall Season: September 17<sup>th</sup> (no Sunday 18<sup>th</sup>), October 1<sup>st</sup>, 8<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup>,  
November 5<sup>th</sup>, 12<sup>th</sup>

15. Lease agreement Fodor Farm Main Farmhouse:
- 5 year agreement with 2 year option 60 day termination on either side for the term of the agreement
  - Rate \$150 per month per group (4 spaces available) start February 15, 2016
  - Groups will pay for their own phones & internet
  - All four (4) groups combined will be responsible to do one fundraiser for the preservation of Fodor Farm House

Groups: Norwalk Preservation & Trust  
Norwalk Land Trust  
Norwalk Grows

16. a. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Deering Construction Company for project #3629 accessibility altering Gallaher Manor House – Porte Cochere, for an amount not to exceed \$77,950.00  
Account # 09166030-5777-C0366
- b. Authorize Director of Recreation & Parks to issue change order project #3629 accessibility altering Gallaher Mansion House – Porte Cochere for an amount not exceed \$7,800.00. Account # 09166030-5777-C0366

VI. Discussion Items:

Request for Proposal for:

- Skate Rink at Veterans Park – Seasonal October – March
- Ropes Program – Southern Parcel Cranbury Park