







Norwalk City Hall,  
Recreation and Parks  
Department  
125 East Avenue, PO Box 5125  
Norwalk, CT 06856-5125  
203-854-7806

**RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE  
BY VIDEO CONFERENCE AND TELECONFERENCE  
WEDNESDAY, JANUARY 13, 2021 – 7:00 PM  
<https://www.norwalkct.org/1913/Meeting-Notices>**

 Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.

 Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.

 Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

 Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at [dbyrd@norwalkct.org](mailto:dbyrd@norwalkct.org) to provide written public comment prior to the meeting.

I Roll Call

II Minutes of December 9, 2020

III Public Participation

V New Business

1. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Military & Veterans Liaison Committee for the use of Veterans Park for the Memorial Day Parade to be held on Monday, May 31, 2021 from 9:00 AM – 11:00 AM. Set up to begin Monday, May 31, 2021 at 7:00 AM and tear down no later than 11:00 AM. Estimated attendance 500.

2. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Military & Veterans Liaison Committee for the use of Calf Pasture Beach for a Remembrance Event to be held Sunday, May 16, 2021 from 12:00 Noon – 2:00 PM. Set up to begin Sunday, May 16, 2021 at 9:00 AM with tear down no later than 2:00 PM. Estimated attendance 100.
3. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Seaport Association for the use of Veterans Park for the Oyster Festival to be held Friday, September 10, 2021 from 6:00 PM – 11:00 PM, Saturday, September 11, 2021 from 7:00 AM – 11:00 PM and Sunday, September 12, 2021 from 8:00 AM – 8:00 PM. Setup to begin Friday, August 27, 2020 at 8:00 AM with tear down no later than 5:00 PM on Sunday, September 19, 2021. Estimated attendance 30,000.
4. Approve the Recreation, Parks & Cultural Affairs Council Committee Meeting Dates for 2020: January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 8<sup>th</sup>, May 14<sup>th</sup>, June 9<sup>th</sup>, July 14<sup>th</sup>, August 11<sup>th</sup>, September 9<sup>th</sup>, October 13<sup>th</sup>, November 10<sup>th</sup>, December 8<sup>th</sup>. Currently all meetings will be held via Zoom.

## VI Discussion

1. Fees and Charges for the Department of Recreation and Parks for the 2021-22 Season. Set a date and time for the Public Hearing next month.



CITY OF NORWALK RECREATION & PARKS DEPARTMENT  
FACILITIES RENTAL APPLICATION FORM 2018-2019

PLEASE PRINT

ORGANIZATION NAME: Norwalk Military - Veterans Liaison Committee PERSONAL/FAMILY \_\_\_\_\_  
COMPANY/BUSINESS \_\_\_\_\_  
NON-PROFIT (501C3) Yes \_\_\_\_\_ No \_\_\_\_\_

NAME OF BENEFICIARY: Jeff DeWitt Is this an Annual Event: Yes  No \_\_\_\_\_ #of years 100?

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: \_\_\_\_\_ TITLE: \_\_\_\_\_

YOUR NAME: Jeff DeWitt TITLE: \_\_\_\_\_

ADDRESS: 28 Holiday Dr E-MAIL ADDRESS: jeffd1121@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06851

HOME PHONE: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_ CELL: 480-266-5729

FACILITY REQUESTED: Veterans Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS 500

EVENT: Memorial Day Parade DATE REQUESTED: 5/31/2021

SET UP TIME: 7:00 STARTING TIME: 9:00 BREAKDOWN TIME: 11:00 ENDTIME: 1:00 RAIN DATE: N/A

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES  NO  (RAIN DATE FOR BEACH RENTALS ONLY)

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES  NO  ARE YOU USING A FOOD TRUCK? YES  NO  NAME: \_\_\_\_\_

ARE YOU REQUESTING A TENT? YES \_\_\_\_\_ NO  \*ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEAPORDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES  NO   
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES  NO   
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES  NO   
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES  NO

**BEACH PERMITS ONLY:**  
WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES \_\_\_\_\_ NO \_\_\_\_\_  
WILL THE GROUP HAVE ANY ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES \_\_\_\_\_ NO \_\_\_\_\_

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO:  
IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, name of person(s) \_\_\_\_\_; Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: November 22, 2020

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_  
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

CITY OF NORWALK RECREATION & PARKS DEPARTMENT  
FACILITIES RENTAL APPLICATION FORM 2018-2019

PLEASE PRINT

ORGANIZATION NAME: Norwalk Military & Veterans Liaison Committee PERSONAL/FAMILY \_\_\_\_\_  
COMPANY/BUSINESS \_\_\_\_\_  
NON-PROFIT (501C3) Yes \_\_\_\_\_ No \_\_\_\_\_

NAME OF BENEFICIARY: Jeff DeWitt Is this an Annual Event: Yes  No \_\_\_\_\_ # of years 20+

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: \_\_\_\_\_ TITLE: \_\_\_\_\_

YOUR NAME: Jeff DeWitt TITLE: Chairman

ADDRESS: 28 Holiday Dr E-MAIL ADDRESS: \_\_\_\_\_

CITY: Norwalk STATE: CT ZIP CODE: 06851

CELL HOME PHONE: 480-266-5729 BUSINESS PHONE: N/A CELL: 480-266-5729

FACILITY REQUESTED: Calf Pasture Beach FACILITY & EVENT INFORMATION  
# OF PARTICIPANTS 100

EVENT: Remembrance Event DATE REQUESTED: May 16, 2021

SET UP TIME: 9:00am STARTING TIME: 12:00pm BREAKDOWN TIME: 2:00pm END TIME: 2:00pm RAIN DATE: N/A

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES  NO ARE YOU USING A FOOD TRUCK? YES  NO NAME: \_\_\_\_\_

ARE YOU REQUESTING A TENT? YES  NO \_\_\_\_\_ \*ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES  NO  
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES  NO  
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES  NO  
WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES  NO

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES NO   
WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES NO

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES \_\_\_\_\_ NO \_\_\_\_\_ N/A   
If yes, name of person(s) \_\_\_\_\_ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: November 27, 2020

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_  
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

# City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: Norwalk Seaport Assoc. PERSONAL/FAMILY COMPANY/BUSINESS NON-PROFIT (501C3) Yes  No

NAME OF BENEFICIARY: Norwalk Seaport Assoc. Is this an Annual Event: Yes  No  #of years \_\_\_\_\_

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Mike Reilly TITLE: Pres.

YOUR NAME: Jerry Tomi TITLE: Business Manager

ADDRESS: 213 Uzerrey Sq. E-MAIL ADDRESS: \_\_\_\_\_

CITY: Norwalk STATE: CT ZIP CODE: 06855

HOME PHONE: 203 853 1575 BUSINESS PHONE: 203 838 9444 CELL: 203 858 3257

FACILITY REQUESTED: Veterans Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS: \_\_\_\_\_

EVENT: Oyster Festival DATE REQUESTED: Sept 10, 11, 12, 2021

SET UP TIME: \_\_\_\_\_ STARTING TIME: 8:27 BREAKDOWN TIME: \_\_\_\_\_ ENDTIME: \_\_\_\_\_ RAIN DATE: NONE  
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES  NO

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES  NO  ARE YOU USING A FOOD TRUCK? YES  NO  NAME: TT3D

ARE YOU REQUESTING A TENT? YES  NO  \*ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO: ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES  NO

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES  NO

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES  NO

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES  NO

BEACH PERMITS ONLY:

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If yes, name of person(s) \_\_\_\_\_ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Jerry Tomi DATE: NOV. 2, 2020

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_