

**PARKS & RECREATION COMMISSION
APPROVED MINUTES - WEDNESDAY, APRIL 20, 2022
REGULAR MEETING
VIA INTERNET & CONFERENCE CALL
6:30 P.M.**

JOIN ZOOM MEETING
<https://us02web.zoom.us/j/82621893559>

Meeting ID: 826 2189 3559
Passcode: 488953

Web & Phone Meeting Instructions:

- *If your computer/smartphone has mic and speaker then:
Type in, paste or click the following link: <https://us02web.zoom.us/j/82621893559>.
If not, then **Call-in** using the **phone number, Meeting ID & Passcode** provided above.*
- *Sign-up for Parks & Recreation Commission Meeting updates by emailing lcapp@stamfordct.gov.*

Web Meeting Ground Rules:

- *The meeting shall be recorded and the video shall be posted on the City of Stamford website http://cityofstamford.granicus.com/ViewPublisher.php?view_id=9*
- *The Parks & Recreation Commission shall moderate the audio for attendees.*
- *Attendees shall be on mute and will be unmuted when called to speak by the Commission members.*
- *Attendees will have 20 minutes to make their presentation or address the Commission.*
- *Any Attendee wishing to submit materials or a written statement can send it prior to the meeting to lcapp@stamfordct.gov or submit through a Chat message to the Commission Chair during the meeting.*

A Regular Meeting of the Parks & Recreation Commission was held on Wednesday, April 20, 2022 via the Internet on Zoom.

In attendance were:

Commissioners: Paul Newman, Interim Chair
Angela Adetola
Melanie Hollas
Jessica Katz
Michael Tedder

Staff: Laurie Albano, Superintendent of Recreation
Lesley Capp, Assistant - Parks & Recreation Commission

Absent: Kevin Murray, Operations Manager, Parks & Facilities

CALL TO ORDER:

Mr. Newman called the meeting to order at 6:30 p.m. and introduced the Commission Members and staff present.

- Review of the March 16, 2022 Regular Meeting Draft Minutes.¹

¹ Video Time Stamp - 00:01:27

Ms. Hollas asked about the Neck Guard Policy.

Mr. Newman stated that the State authorized a review of the policy. Mr. Newman asked Ms. Albano if this was correct.

Ms. Albano provided details on the status with the State's authorization and the City's standing on the policy.

Mr. Tedder made a motion to approve the March 16, 2022 Regular Meeting Minutes.

Seconded by Ms. Hollas

Unanimously Approved

SPECIAL EVENTS:

- Angie Murphy & Kathleen Bennett - UAW Local 2377 - ***UAW Summer Celebration - June 3, 2022 from 5:00 p.m. to 9:00 p.m. at Kosciuszko Park*** - Set-up starts at 3:00 p.m. and Clean-up ends at 9:00 p.m. - 100-150 Total Attendees.²

Ms. Murphy and Ms. Bennett made a presentation and answered questions from the Commission.

After some discussion, due to having a live band at the event, the applicants decided to reconsider the location of the event, possibly to Scalzi Park.

- Anthony Dukes - ***Give Back to Community - May 28, 2022 from 12:00 p.m. to 1:00 p.m. at Hatch Field*** - Set-up starts at 9:00 a.m. and Clean-up ends at 6:00 p.m. - 70 Total Attendees.³

Mr. Dukes did not attend the meeting. After some discussion, the Commission decided to **TABLE** the application to the May 18, 2022 meeting due to needing additional information on the event.

NEW BUSINESS:

- **Robert Pepi, Executive Director - Stamford Youth Soccer League (SYSL) & New York City FC (NYC FC) Partnership:** Proposed partnership between SYSL and NYC FC to run an Identification Clinic for potential players for NYC FC's "Farm System" to be held at West Beach.⁴

Mr. Pepi made a presentation and answered questions from the Commission. Mr. Raoul Santos, Regional Coordinator, Youth Programs also provided details on the partnership.

After considerable discussion, the Commission decided to **TABLE** this item until an agreement can be drawn up and to make sure it falls within the scope of the City's Field Policy, specifically revenue sharing.

- **David Kimani - Norwalk/Stamford Grassroots Tennis & Education:** Request to become a sanctioned organization in the City of Stamford.⁵

Ms. Albano introduced the Norwalk/Stamford Grassroots Tennis & Education and provided background information on the organization and details on their history with the City of Stamford.

² Video Time Stamp - 00:06:37

³ Video Time Stamp - 00:18:43

⁴ Video Time Stamp - 00:24:43

⁵ Video Time Stamp - 00:50:18

Mr. Kimani made a presentation and answered questions from the Commission.

After a brief discussion, Ms. Hollas made a motion to approve the sanctioning of Norwalk/Stamford Grassroots Tennis & Education in the City of Stamford for use of the tennis courts at Cummings Park.

Seconded by Ms. Adetola

Unanimously Approved

- **Luisa Duque - 6-Love, Inc. - Six Love Tennis**: Request to become a sanctioned organization in the City of Stamford.⁶

Ms. Duque and Marcus Hooks, Director of Tennis, made a presentation and answered questions from the Commission.

After a brief discussion, Mr. Tedder made a motion to approve the sanctioning of Six Love Tennis in the City of Stamford for use of the tennis courts at Cove Island Park.

Seconded by Ms. Hollas

Unanimously Approved

OLD BUSINESS:

- **David Winston - Cove Island Wildlife Sanctuary**: Parking pass request for 15 parking passes for the 2022 parks season.⁷

Mr. Winston presented his request for parking passes and answered questions from the Commission.

After a brief discussion, Mr. Tedder made a motion to approve the 15 parking passes for the 2022 parks season for the Cove Island Wildlife Sanctuary.

Seconded by Ms. Adetola

Unanimously Approved

- **Michael Moore, Vice President, Operations - Downtown Special Services District (DSSD) - Kiwanis Park**: Mr. Moore will provide an update on the Tactical Urbanism Project, which included repositioning existing stone planters and the construction of a communal gathering area, as presented at the October 20, 2021 meeting.⁸

Mr. Moore made a presentation and provided an update on the progress of the Tactical Urbanism Project at Kiwanis Park.

TOURNAMENTS:

- No Tournaments.

CORRESPONDENCE:

- Westhill High School Baseball Field Safety Officer Review.⁹

⁶ Video Time Stamp - 01:03:28

⁷ Video Time Stamp - 01:16:45

⁸ Video Time Stamp - 01:21:35

⁹ Video Time Stamp - 01:29:18

Mr. Newman provided background details on the safety issues at the Westhill High School baseball fields and discussed the report submitted by Matthew Stuhlman, Safety Officer, City of Stamford.

STAFF REPORTS:

➤ Laurie Albano, Superintendent of Recreation: Recreation Update.

The following Staff Report was submitted and discussed by Ms. Albano:¹⁰

[Begin Report]

RECREATION (NEW IN BOLD):

- All spring/summer preparation in process (recruiting, interviewing and hiring administration) for approximately **300 seasonal staff**.
- Summer day camps 100% full. Large waiting lists. Note for future, as City continues to grow. **182** on wait list.
- ***Beginning to work on payment plans and sponsorship dollars for needy camp families.***
- Field permits almost completed for spring/summer play. Activity ***began April 9, 2022 for all youth sports.***
- Use requests for parks, fields, tournaments and events heavy. ***This function needs a review. Heavy clerical functions; should not be done by a recreation professional. Time better spent on programming.***
- External sanctioned leagues permits in process ***and some issued.***
- ***Parks & Recreation Commission will entertain two new youth tennis organizations for court sanctioning. Both non-profits, all Stamford kids and affiliations with national tennis programs, which is a requirement for sanctioning per our policy. Grassroots Tennis and Six Love Tennis.***
- COVID waivers for external organizations only continuing per my request to Legal. No longer for each individual player.
- Spring program registration ongoing and filling up most programs.
- Adult internal leagues filling up. 180+ softball teams; anticipate 90 beach volleyball (in May), **20** Kickball.
- ***Working with attorney, Dana Lee, regarding the placement in summer camp of a severe special needs child who is outsourced for a higher level of care by the Board of Education during the school year. We are concerned our camp environment and our ability to accommodate this child is beyond our scope.***
- ***Lifeguard training class finished. Class certified 5 new lifeguards and 3 re-certifications. Hope to hire all 8.***
- Spring/Summer purchasing in process for camps, leagues and aquatics. ***Office of Policy & Management (OPM) requested Q3 revenue and expenses reported.***
- ***Potential donated disc golf course proposed for Cummings Park for May Parks & Recreation Commission agenda? More details to follow, but first glance I have a few questions and concerns.***

¹⁰ Video Time Stamp - 01:43:25

TERRY CONNER RINK: (NEW IN BOLD)

- ***Stop the Bleed Kit: Working with Legal on what has been proposed to be provided by Greenwich Hospital, including training. I have some concerns. Copied Matthew Quiñones, Director of Operations, on my email to Legal with them.***
- ***New interior roof ladder with steps and handles recycled from the old Police Station. Thanks to Engineering.***
- ***Charity hockey game between Stamford Police Department and Stamford Fire Department on April 30, 2022 at 2:30 p.m. Rink will not charge and game staff will collect a \$10 donation, not rink staff. Proceeds to Stamford Police Department for officer and longtime hockey coach, Doug Robinson, who is battling cancer.***
- Preparing for summer camp and selling spring ice.
- COVID waivers will continue per Legal for external organizations; no longer for each player/user.
- Olympia sale in works. Recreation software creating an invoice for Bill Klous who will then facilitate from there. \$32K to the General Fund and will appropriate to rink fund for purchase of a used back up machine. ***Invoice sent by Recreation to resurface. Waiting on check and then a pickup date.***
- ***Completed*** specifications for a food service with a food truck option. ***Sent to on Erik Larson, Purchasing Manager, for placement on bid calendar.***
- Policy revision in process. ***Now about ¾ done.***
- The following are projects planned before the fiscal year ends. Will most likely hold off on Item #2 unless something changes with shipping costs.
 1. Becker Arena: Screws and polyethylene boards for the outside perimeter of the rink. (Many are looking shabby and need replacement as they are cracked or broken in place.) Have an estimate for 10 pieces with shipping for \$2,160.00 ***Requisition in.***
 2. A potential second order from Becker for continuation of our rink glass project. (Raising all to 5 ft. for additional safety.) Shipping charges are ridiculous so may not do this one as a result.
 3. Having a company coming (Resurfix) to do a spring service on our Zamboni at a cost of \$4,300.00. Is pricey but some of the diagnostics they do are out of our abilities as we lack the proper diagnostic tools. A lot is checked and changed though, so I think we should have this done. ***Working on a date.***
 4. Will schedule Controlled Dehumidification in the late spring to come do a service check/change for our unit. Will get a quote soon for this once I scrub our Building Maintenance Budget/Small Capital Equipment to make sure we have the funds. ***Working on a date.***
- ***White plastic panel side boards being replaced on lobby side of rink.***
- All other end-of-year spending on going now. ***OPM requested Q3 revenues and expenses reported.***
- ***Replacing rink's two front doors with new panic bar assemblies.***
- ***Rink awarded \$1 million in State grant for the roof replacement. Waiting on further information and a timeline. Will do at time of year when revenue impact is less.***

MISCELLENEOUS: (NEW IN BOLD)

- ***Waiting on final budget numbers for FY 2022/2023***
- ***Recreation offices will be moved to the 6th Floor to keep Tax and Permitting together on 1st Floor.***

- *New time payroll system in June. Training started.*
- *New financial Citywide software transition work in process, especially interface with recreation and rink management software.*

[End Report]

➤ Parks & Recreation Internal Committee Action Report - April 12, 2022 Meeting.

Following is the Action Report generated from the April 12, 2022 Parks & Recreation Internal Committee Meeting showing the list of events approved:

[Begin Report]

In Attendance: Matthew Quiñones
Kevin Murray - Via Phone
Laurie Albano
Gloria Montoya

Call to Order

The meeting was called to order at 2:17 p.m. by Matthew Quiñones.

Consent Agenda

Xavier L. Shellman - Stamford Patriotic & Special Events Committee - Memorial Day Parade and Ceremony - Sunday, May 29, 2022 from 11:30 a.m. to 2:00 p.m. - Set-Up Starts at 11:30 a.m. and Clean-Up Ends at 3:00 p.m.

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya Unanimously Approved

Virginia Maher - Rogers International School - 18th Annual Turtle Trot - Cove Island Park - Thursday, May 26, 2022 (Rain Dates: 5/27/22 and 6/1/22) from 9:30 a.m. to 1:30 p.m. - Set-Up Starts at 8:00 a.m. and Clean-Up Ends at 2:30 p.m. - 80 Adults and 770 Children.

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya Unanimously Approved

Sanjay Mellacheruvu - ASHA for Education-Stamford Chapter - 19th Annual Fund Raiser Hard Tennis Ball Cricket Tournament - Lione Park from Saturday, September 10, 2022 at 8:00 a.m. to Sunday, September 11, 2022 at 10:00 p.m.

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya Unanimously Approved

Special Events

Michael Battinelli - UNICO - Bocci Tournament - Scalzi Park Bocci Courts - Saturday, June 11, 2022 from 10:00 a.m. to Around 7:00 p.m. - Set-Up Starts at 7:00 a.m. and Clean-Up Ends at 8:00 p.m. - ±280 Adults and ±20 Children.

Laurie Albano made a motion to forward to the Parks & Recreation Commission.

Seconded by Gloria Montoya Unanimously Approved

John DaRosa - Jackie Robinson Park of Fame, Inc. - Easter Egg Hunt - Hatch Field - Saturday, April 16, 2022 from 11:00 a.m. to 4:00 p.m. - Set-Up Starts at 10:00 a.m. and Clean-Up Ends at 4:30 p.m. - 50 Adults and 300 Children.

➤ Amplified music is not allowed in the park.

Kevin Murray made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

Lynne Colatrella - Stamford Downtown Special Services District - Touch a Truck - Veterans Park- Thursday, April 14, 2022 from 10:00 a.m. to 12:00 p.m. - Set-Up Starts at 9:00 a.m. and Clean-Up Ends at 1:00 p.m. - 100 Adults and 200 Children.

Gloria Montoya made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

Jennifer Fuchs - Caring Hospice Services - Caring Hospice Services 25th Anniversary Community Celebration - Scalzi Park - Thursday, May 5, 2022 from 12:00 p.m. to 2:00 p.m. - Set-Up Starts at 11:00 a.m. and Clean-Up Ends at 2:30 p.m.

➤ First time event.

Kevin Murray made a motion to forward request to the Parks & Recreation Commission.

Seconded by Laurie Albano

Unanimously Approved

Angie Murphy & Kathleen Bennett - UAW Local 2377 - Summer Celebration-UAW - Kosciuszko Park - Friday, June 3, 2022 from 5:00 p.m. to 9:00 p.m. - Set-Up Starts at 3:00 p.m. and Clean-Up Ends at 9:00 p.m. - 150 Adults.

➤ First time event.

Laurie Albano made a motion to forward request to the Parks & Recreation Commission.

Seconded by Kevin Murray

Unanimously Approved

Anthony Dukes - Give Back to Community - Friendship Park/Hatch Field - Saturday, May 28, 2022 from 12:00 p.m. to 7:00 p.m. - Set-Up Starts at 9:00 a.m. - 70 People will be Attending.

Gloria Montoya made a motion to forward to the Parks & Recreation Commission due to lack of information.

Seconded by Kevin Murray

Unanimously Approved

Sonya D. Van Norden - The Community Action Agency of Western Connecticut - Community Family Giveback Day - Lathon Wider Gym and Outdoor Basketball Courts - Saturday, August 20, 2022 from 12:00 p.m. to 4:00 p.m. - Set-Up Starts at 11:00 a.m. and Clean-Up Ends at 5:00 p.m. - 200 Adults and 300 Children.

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved

Mary DeBrisco/Angela Asaro - Stillmeadow Elementary School - 5th Grade End of Year Picnic - Scalzi Park - Monday, June 13, 2022 from 9:30 a.m. to 2:00 p.m. - 20 Adults and 102 Children.

Gloria Montoya made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

Rachel Levi - Lily's Birthday - Goodbody Garden - Sunday, May 22, 2022 from 10:00 a.m. to 3:00 p.m. - 12 Adults and 16 Children.

Kevin Murray made a motion to approve the request with the condition the requester provides their own porta john.

Seconded by Laurie Albano

Unanimously Approved

Old Business

Marvin Tyler - Slammer Tennis World, LLC - Tennis Tournament - Use of Four (4) Cummings Park Tennis Courts Leaving Two (2) Open for Public Use - Saturday, August 13, 2022 from 8:00 a.m. to 6:00 p.m.

Laurie Albano made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

Marvin Tyler - Slammer Tennis World, LLC - Tennis Tournament - Use of Four (4) Cummings Park Tennis Courts Leaving Two (2) Open for Public Use - Saturday, May 14, 2022 from 8:00 a.m. to 6:00 p.m.

Laurie Albano made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

Marvin Tyler - Slammer Tennis World, LLC - Tennis Tournament - Use of Four (4) Cummings Park Tennis Courts Leaving Two (2) Open for Public Use - Saturday, June 11, 2022 from 8:00 a.m. to 6:00 p.m.

Laurie Albano made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

New Business

No New Business.

Tournaments

Christopher Papallo - UNICO National Stamford - Bocce Tournament at Scalzi Park Bocce Courts- Saturday, June 11, 2022 from 8:00 a.m. to 8:00 p.m.

Laurie Albano made a motion to forward to the Parks & Recreation Commission.

Seconded by Kevin Murray

Unanimously Approved

Alex Kapasouris - Stamford Youth Hockey Association - Try Ball Hockey for Free Day - Scalzi Park Roller Rink - Saturday, April 30, 2022 from 12:00 p.m. to 5:00 p.m.

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved

David Kimani - Norwalk/Stamford Grassroots Tennis and Education Program - Tennis After School Program - Cummings Park Tennis Courts - Wednesday, April 13, 2022 to Friday, June 10, 2022 from 4:00 p.m. to 6:30 p.m.

Laurie Albano made a motion to forward to the Parks & Recreation Commission. They need to become a sanctioned organization.

Seconded by Gloria Montoya

Unanimously Approved

David Kimani - Norwalk/Stamford Grassroots Tennis and Education Program - Tennis Camp - Cummings or Cove Tennis Courts - Monday, July 11, 2022 to Thursday, July 14, 2022 from 9:00 a.m. to 5:00 p.m.

Laurie Albano made a motion to forward to the Parks & Recreation Commission. They need to become a sanctioned organization.

Seconded by Gloria Montoya

Unanimously Approved

David Kimani - Norwalk/Stamford Grassroots Tennis and Education Program - Tennis Camp - Cummings or Cove Tennis Courts - Monday, July 25, 2022 to Thursday, July 28, 2022 from 9:00 a.m. to 5:00 p.m.

Laurie Albano made a motion to forward to the Parks & Recreation Commission. They need to become a sanctioned organization.

Seconded by Gloria Montoya

Unanimously Approved

Shemeka Whitlock - Loyalty Vs Royalty - Basketball Tournament - Lione Park - Sunday, May 8, 2022 from 2:00 p.m. to 7:00 p.m.

Kevin Murray made a motion to approve request with the condition that attendance is free of charge, otherwise, it will have to go in front of the Parks & Recreation Commission.

Seconded by Laurie Albano

Unanimously Approved

Luisa Duque - Six Love Tennis - Tennis Clinic - Cove Tennis Courts - Tuesday, April 26, 2022 to Tuesday, May 31, 2022 from 4:00 p.m. to 6:00 p.m.

Gloria Montoya made a motion to Forward to the Parks & Recreation Commission. They need to become a sanctioned organization.

Seconded by Laurie Albano

Unanimously Approved

Motion to adjourn the meeting by Kevin Murray

Seconded by Gloria Montoya

The meeting adjourned at 2:49 p.m.

[End Report]

DISCUSSION:

Mr. Newman called for a motion to “Walk-on” the discussion regarding the Neck Guard Policy, which was Tabled from the March 16, 2022 meeting.¹¹

Ms. Adetola made a motion to “Walk-on” the discussion regarding the Neck Guard Policy Tabled from the March 16, 2022 meeting.

Seconded by Ms. Hollas

Unanimously Approved

Neck Guard Policy for Terry Conner’s Rink: The Commission continued the discussion from the March 16, 2022 meeting.

Ms. Albano stated that formal language on a policy has not yet been drawn up but would move forward putting a Neck Guard Policy in place until otherwise dictated by the City and/or the State of Connecticut.

After a brief discussion, the Commission decided to **Table** any further discussion to the May 18, 2022 meeting.

Mr. Newman called for a motion to “Walk-on” the discussion regarding the Dog Park at Scofieldtown Park, which was Tabled from the March 16, 2022 meeting.¹²

Mr. Tedder made a motion to “Walk-on” the discussion regarding the Dog Park at Scofieldtown Park Tabled from the March 16, 2022 meeting.

Seconded by Ms. Adetola

Unanimously Approved

Mr. Tedder provided details on due diligence performed on the possibility of constructing a dog park at Scofieldtown Park.

Mr. Newman mentioned Ms. Albano retiring at the end of June and stated he asked Matthew Quiñones, Director of Operations, to attend the May 18, 2022 meeting to discuss the reorganization of the Parks & Recreation Department.¹³ The Commission had a lengthy discussion on the reorganization and possible new positions planned for the department.

➤ **Melanie Hollas, Commissioner - Various Topics:**¹⁴

- Review with Laurie Albano, Superintendent of Recreation, the new Deputy Director of Operations position and removal of the Superintendent of Recreation position.
- Review 2022-2023 Parks & Recreation Commission Fiscal Goals and discuss interest in researching specific goals.
- Goodbody Garden - The Stamford Garden Club Appreciation, Tuesday, July 12, 2022 with Mayor Simmons in the morning. (Rain date July 19, 2022). They would like a plaque to be placed on the replaced concrete bench that was destroyed by a patron of the park. They would also like to help locate the bench.

¹¹ Video Time Stamp - 02:02:54

¹² Video Time Stamp - 02:04:55

¹³ Video Time Stamp - 02:15:02

¹⁴ Video Time Stamp - 02:31:27

- Friends Group Spread Sheet - Review meeting with Kevin Murray, Operations Manager-Parks & Facilities and Erin McKenna, Associate Planner, Land Use Bureau Re: Volunteers meeting City staff.
 - Invasive Species Consultant: Commission to review goals for parks with known issues. Determine ecological value.
 - UPDATE: Park clean-up on Earth Day and started Pollinator Garden projects.
- Application and Waiver Agreement for volunteer groups to work in the City parks.
- Review of insurance requirements per City Risk Manager.

As Mr. Murray was not in attendance and is involved in several of the topics listed, the Commission decided to have an in-depth discussion at the May 18, 2022 meeting.

Ms. Hollas did lead a discussion on the topics of Invasive Species in the parks, the 50/70 program, the Friends Groups Agreement, the Goodbody Garden, Kosciuszko Park Clean-up on Earth Day and Pollinator Pathways projects.

There being no further business to come before the Commission, Mr. Newman adjourned the meeting at 9:32 p.m.

Respectfully Submitted,
Lesley Capp
April 26, 2022

These proceedings were recorded on video and are available for review on the City of Stamford website at:
http://cityofstamford.granicus.com/ViewPublisher.php?view_is=9