

**PARKS & RECREATION COMMISSION
APPROVED MINUTES - WEDNESDAY, OCTOBER 20, 2021
REGULAR MEETING
VIA INTERNET & CONFERENCE CALL
6:30 P.M.**

JOIN ZOOM MEETING
<https://us02web.zoom.us/j/87871428001>

Meeting ID: 878 7142 8001
Passcode: 506030

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/88980480660>
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, October 20, 2021 via the Internet on Zoom.

In attendance were:

Commissioners: Paul Newman, Interim Chair
Angela Adetola
Melanie Hollas

Staff: Laurie Albano, Superintendent of Recreation
Kevin Murray, Operations Manager, Parks & Facilities
Lesley Capp, Assistant - Parks & Recreation Commission

Absent: Michael Tedder

CALL TO ORDER:

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

Mr. Newman introduced the first item on the agenda.

➤ Review of the September 22, 2021 Regular Meeting Draft Minutes.

Mr. Newman asked for a correction on Page 3 under the *New Business* item for Disney+. In the second paragraph, last sentence, to add the words “if needed” after Special Meeting so it reads as follows:

... Mr. Newman will call for a Special Meeting, if needed, to vote on the final dates, times, and places.

Ms. Hollas made a motion to approve the September 22, 2021 Regular Meeting Minutes as amended.

Seconded by Ms. Adetola

Unanimously Approved

SPECIAL EVENTS:

➤ Latrina Annosier - *Xavier's Birthday Party - November 11, 2021 from 12:00 p.m. to 2:00 p.m.* at Scalzi Park - Set-up starts at 11:30 a.m. and Clean-up ends at 2:30 p.m. - 15 Adults and 15 Children.¹

Mr. Newman explained that the reason this application was coming before the Commission was due to Ms. Annosier hiring a game truck for the party, which Ms. Annosier confirmed.

Ms. Annosier made a brief presentation providing details of the party and hiring of the game truck.

One of the concerns was that residents/visitors using the park may think the game truck was for anyone to use and that anyone could bring in a van and setup. Ms. Albano offered the sandwich boards used by the Recreation Department, which state “Recreation Program in Progress” which the department could loan to Ms. Annosier to post outside the truck.

After a brief discussion, Ms. Hollas made a motion to approve the Special Events application for Xavier's Birthday Party on November 11, 2021.

Seconded by Ms. Adetola

Unanimously Approved

Mr. Newman introduced Mr. Moore.²

NEW BUSINESS:

➤ **Michael Moore, Vice President, Operations - Stamford Downtown Special Services - Proposed Tactical Urbanism Project:** The DSSD is proposing a tactical urbanism project at Kiwanis Park to reposition existing stone planters and the construction of a communal gathering area.

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

Ms. Hollas made a motion

Seconded by Ms. Adetola

Unanimously Approved

Mr. Newman introduced Mr. Osborne.³

¹ Video Time Stamp - 00:02:12

² Video Time Stamp - 00:12:32

³ Video Time Stamp - 00:39:05

- **Chip Osborne, Osborne Organics:** Mr. Osborne will speak to the Commission about the use, cost, maintenance, staffing, etc. of organic pesticides, fungicides, insecticides herbicides rodenticides and/or fertilizers on City-owned properties.

Ms. Hollas made some opening comments about her initial meeting with Mr. Osborne.

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

OLD BUSINESS:

Mr. Newman mentioned a Zoom meeting about Barrett Park on October 21, 2021 at 7:00 p.m. with a presentation by BETA.⁴

Erin McKenna, Associate Planner, Land Use Bureau, explained that BETA is a consulting firm and the meeting is to discuss final design for a playground as well as making a priority list for improvements.

Mr. Newman announced that the dedication of the plaque commemorating General Tadeusz Kościuszko at Kosciuszko Park was held on October 9, 2021 at 12:00 p.m.⁵

Mr. Newman asked Ms. McKenna about the filming at Mianus River Park.⁶ Ms. McKenna reported that the filming went very well and the Friends of Mianus River Park were pleased.

Mr. Newman asked Ms. Albano about the Disney filming and their parking issues. Ms. Albano reported that they had requested parking at the Golf Course but due to their timing, weekend activities and the restaurant, they could not be accommodated.

TOURNAMENTS:

- No Tournaments.

CORRESPONDENCE:

- No Correspondence or as may properly be introduced before the Commission.

STAFF REPORTS:

- Laurie Albano, Superintendent of Recreation: Recreation Update.

The following Staff Report was submitted and discussed by Ms. Albano:⁷

[Begin Report]

RECREATION:

- Fall registration numbers are almost back up to pre-COVID numbers.
- Westhill High School pool Recreation swim lessons open and numbers strong.
- Fall adult leagues and weekend tournaments all running well.
- Halloween Drive-in Movie Night and games at Star Center set for October 30, 2021.
- All other events and programs on our website at www.stamfordrecreation.com.
- The, always popular, Cove Island Park Hayride with Santa is back. Tickets go on sale November 4 & 5, 2021.

⁴ Video Time Stamp - 01:26:52

⁵ Video Time Stamp - 01:30:30

⁶ Video Time Stamp - 01:31:18

⁷ Video Time Stamp - 01:33:25

- Recreation Supervisor replacement interviewing now with four (4) candidates on list.
- Baseball Study under Springfield College began week of September 8, 2021. I anticipate a progress report soon.
- Recreation field use and tournament application & policies have been revised; just reviewed with Director McGrath and Kevin Murray. All will be presented at the November meeting for policy approval.
- Setting up September strategic planning meetings with Recreation Staff. Time to review and do a deeper dive into its mission, staffing and goals.
- Working on winter programs now.
- Lathon Wider programs filled and schedule there tight. Same with Star Center.
- New credit card processor will not happen given the new financial software/ERP system that eventually will integrate with our point of sale/registration software.
- We have started on the extension of the Star Center lease with financial modeling assistance from Laura Burwick, Special Assistant to the Mayor and Burt Rosenberg in Legal. This will be presented to the new Mayor for approval to move it forward. Current lease expires in June 2022.
- Filming in the City has ramped up significantly and often times they need parks and ballfields as you know. It was getting out of hand and I suggested a film protocol revision. Therefore, such is happening thankfully and I am on the Committee along with Kevin Murray. There seems to be no appetite to bump play on fields for filming at this point.
- I have received lots of various Pickleball inquiries. A group, I am told, of 150 strong want to attend the November meeting to advocate for overlay lines on existing courts and lobby for standalone courts. They also have offered funding for overlay lines. Very popular sport right now.

TERRY CONNER RINK:

- All new Capex functioning well.
- Coupler deteriorated in cooling tower since fixed.
- Capital Budget form submitted with nothing for this year, but out years include a new roof, new interior lower ceiling and cooling tower.
- New fire alarm system installation still in progress and will tie in to the new Ammonia system.
- Ice rental bookings going well. Not much if at all down time.
- Olympia brand ice re-surfacer final result will be to sell it back to the dealer at \$45K and along with any Capex balance purchase a new Zamboni for \$103K. This gives us a new machine and a good rotation to retire/trade in our 2017 in 8 to 10 years and move the new machine to the back up and so on. Zamboni is a U.S. based dealer with local New Jersey service.
- Rink Operator position #1 filled and a new vacancy arose recently due to a resignation; No. 2 will be hired soon. Just waiting on the Mayor's sign off.
- I have re-written the DRAFT specifications for the concession stand again to give another shot at an RFP for a live food vendor. However, after discussing it with the Purchasing Manager and Ken we have decided it is not the right time. As a Plan B, I am meeting tomorrow with Wright Tech's Hospitality Coordinator on a possible collaboration with the students to run the rink concession on some basis. More to come on this.
- Banner or dasher board ad sales are non-existent most likely due to the pandemic.

[End Report]

➤ Kevin Murray, Operations Manager - Parks & Facilities: Parks Update.

The following Staff Report was submitted by Mr. Murray:⁸

⁸ Video Time Stamp - 01:55:03

- Orca Ocean Recovery Community Alliance will be doing a cleanup at the Czsecik Marina Estuary on Tuesday, October 26, 2021 from 10:00 a.m. to 12:00 p.m.
- Park Bathroom Extension October 15 to November 15, 2021: Cove Island Park (Red Brick Building and Quigley Beach), West Beach, Cummings Park Lower Pavilion and Conte Building, Scalzi Park (Maintenance Building and Ropes Course), Lione Park and Courtland Avenue Park per vaccine sites will remain open until 8:00 p.m. and we will be scaling back at the beginning of November.
- Seasonal Employees park maintenance workers season has ended as of Friday, October 15, 2021.
- Six (6) seasonal employees are to stay on board for COVID-19 vaccine sites (set ups and breakdowns) and bathroom cleanings until November 15, 2021.
- Parks Capital Submissions are due October 20, 2021. Planning Board to review on October 28, 2021 and Planning Board Meeting on November 3, 2021.
- Discussion on Non-Synthetic Turf Management: Review of Branford, Connecticut with Chuck Sherwood held on Friday, October 15, 2021. (Information Attached)
- Meeting to discuss weekend Tournament Policies/Fees/Maintenance Reimbursement with Recreation.
- Scalzi Ropes Course will begin prior to winter with pole installation with Experiential Services, Inc. All other amenities are scheduled to be installed in the spring.
- Carwin Park fence upgraded by City fence contractor.
- Lean Six Sigma Assignment: I am part of a team that will be performing a study on a green access initiative that will look into the elimination of non-organic pesticides, establishing Land Use initiatives and Operations Budget increases for an expansion in pollinator plantings and establishing greenway connections.
- Cove Island Park Bathroom Permit: Men's and women's bathrooms are currently being renovated. New roof installed.
- Kosciuszko Park and Cove Island Park stone dust walkways to get an upgrade by City contractors from washout and erosion associated with Storm Ida.
- American Rescue Plan (ARP) Funding: Met with the Planning Board and Board of Finance and approved the park projects listed below. Will be attending the Board of Representatives meeting on October 25, 2021 for final approval (100% ARP Funded):
 - **Kosciuszko Park Parking Lot:** \$100,000.00 request to relevel/re-gravel parking lot and access road which will upgrade sheet drainage.
 - **West Beach Parking Lot:** \$200,000.00 request for the design and installation of a scour protection wall along the beachfront that divides the shore and parking lot, also to be upgraded, which will protect erosion and heaving due to storm surges and extreme tidal flooding.
 - **Courtland Avenue Park - Dog Park:** \$150,000.00 request for underground drainage and to install a retention basin to dog park area, which will assist with erosion and washout, small retention wall to be installed.
 - **426 Shippan Avenue Parks Department:** \$100,000.00 request for regrading and repaving Parks Department Shop parking areas to assist with flood prone areas which will get connected to all storm drains properly.
- Met with the Engineering Department and Land Use Bureau on September 29, 2021 for a walk-through for potential bidders for Courtland Avenue Playground.
- 2020-2021 Annual Report attached.
- New York Rangers to invest \$150,000.00 funding to support Scalzi Hockey Rink Capital submission. Requesting an additional \$100,000.00 under Economic Development.

Mr. Newman made an additional note under *Old Business* about the proposal to the Board of Representatives for the parks beach pass changes.⁹ Mr. Newman stated there was significant push-back from the public so that is no longer up for discussion.

➤ Parks & Recreation Internal Committee Action Report - October 12, 2021.

Following is the Action Report generated from the October 12, 2021 Parks & Recreation Internal Committee Meeting showing the list of events approved:

[Begin Report]

In Attendance: Mark McGrath
 Kevin Murray
 Laurie Albano
 Kim Gerbert

Call to Order

The meeting was called to order at 2:00 p.m. by Mark McGrath.

Consent Agenda

Conor McDade - Waterside - Run for Waterside - Annual 5K Run/Walk - Pass through Kosciusko Park - Saturday, October 23, 2021 from 9:00 a.m. to 10:30 a.m. - Set-Up Starts at 7:00 a.m. and Clean-Up Ends at 12:00 p.m. - 250 Children and 550 Adults.

Laurie Albano made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

Special Events

Sally Gehring - Glenbrook Fire Department - Community Christmas Tree Lighting - Saturday, December 4, 2021 from 6:00 p.m. to 6:45 p.m. - Set-Up Starts at 5:00 p.m. and Clean-Up Ends at 7:30 p.m. - 60+ Children and 100+ Adults (Total of 150 to 200 People will be Attending).

Kevin Murray made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

Alex Morris - Children's Learning Centers of Fairfield County - CPR & First Aid Training - Lathon Wider Gym - Friday, October 8, 2021 from 8:00 a.m. to 4:00 p.m. - Set-Up Starts at 7:30 a.m. and Clean-Up Ends at 4:00 p.m. - 20 Adults.

➤ Special Event withdrawn by requester, will re-submit in the near future.

Phyllis DiFrancia/Alex Morris - Children's Learning Centers of Fairfield County - CPR Class - Lathon Wider Gym - Wednesday, December 15, 2021 from 8:00 a.m. to 4:00 p.m. - Set-Up Starts at 7:30 a.m. and Clean-Up Ends at 4:00 p.m. - 20 Adults.

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

⁹ 02:12:29

Carla Catanzaro - BLT/Harbor Point - Annual 5K Turkey Trot - Walk through Kosciuszko Park - Thursday, November 25, 2021 from 8:30 a.m. to 9:30 a.m. - Set-Up Starts at 8:00 a.m. and Clean-Up Ends at 10:00 a.m. - 100 Children and 400 Adults.

Laurie Albano made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

Latrina Annosier - VR Video Van & Game Consoles - Parking Space at Scalzi Park - Thursday, November 11, 2021 from 12:00 p.m. to 2:00 p.m. - Set-Up Starts at 11:30 a.m. and Clean-Up Ends at 2:30 p.m. - 15 Adults and 15 Children.

➤ Commercial use of the parks is not permitted.

Mark McGrath made a motion to forward request to the Parks & Recreation Commission.

Seconded by Kim Gerbert

Unanimously Approved.

Kevin Murray made a motion to *Suspend the Rules* and add Patriotic & Special Events Commission's Request for Veterans Day Parade to the Agenda.

Seconded by Laurie Albano

Unanimously Approved

Mark McGrath - Patriotic & Special Events Commission - Veterans Day Parade - Veterans Memorial Park - Sunday, November 7, 2021 from 12:00 p.m. to 1:00 p.m. - Set-Up Starts at 11:00 a.m. and Clean-Up Ends at 2:00 p.m. - 65 Adults and 30 Children.

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

YES: Kevin Murray

YES: Kim Gerbert

YES: Laurie Albano

ABSTAINED: Mark McGrath

Old Business

No Old Business.

New Business

Michael Moore – Downtown Special Services District (D.S.S.D.) – Proposed Tactical Urbanism Project at Kiwanis Park.

Kevin Murray made a motion to forward request to the Parks & Recreation Commission for their review and approval.

Seconded by Mark McGrath

Unanimously Approved

Tournaments

Wilner Joseph - Young Athletes 4 Change - Football Charity Tournament - Lione Park - Saturday, October 23, 2021 from 8:00 a.m. to 4:00 p.m.

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

Luisa Duque - Six Love Tennis - One Time Tennis Clinic to the System of Care Program - Cummings Tennis Courts - Saturday, October 23, 2021 from 2:30 p.m. to 5:00 p.m.

Kevin Murray made a motion to approve.

Seconded by Mark McGrath

Unanimously Approved

Motion to adjourn the meeting by Kim Gerbert

Seconded by Mark McGrath

The meeting adjourned at 2:37 p.m.

[End Report]

DISCUSSION:

- Melanie Hollas, Commissioner: Follow-up to Invasive Species Plant Management Meeting held on September 10, 2021 (*Tabled from September 22, 2021*).¹⁰

Ms. Hollas made a presentation to the Commission providing details from the meeting that took place on September 10, 2021 and answered questions.

- Review of 2022 Meeting Schedule.¹¹

The Commission reviewed the draft schedule and agreed to vote on it at the November 17, 2021 meeting.

There being no further business to come before the Commission, Mr. Newman adjourned the meeting at 9:00 p.m.

Respectfully Submitted,
Lesley Capp
October 28, 2021

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

¹⁰ Video Time Stamp - 02:13:10

¹¹ Video Time Stamp - 02:28:20