

**PARKS & RECREATION COMMISSION  
APPROVED MINUTES - WEDNESDAY, JANUARY 19, 2022  
REGULAR MEETING  
VIA INTERNET & CONFERENCE CALL  
6:30 P.M.**

**JOIN ZOOM MEETING**

**<https://us02web.zoom.us/j/85128179426>**

**Meeting ID: 851 2817 9426**

**Passcode: 105059**

**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/85128179426>.  
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](mailto: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](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](mailto:lcapp@stamfordct.gov) or submit through a Chat message to the Commission Chair during the meeting.

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A Regular Meeting of the Parks & Recreation Commission was held on Wednesday, January 19, 2022 via the Internet on Zoom.

In attendance were:

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

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

**CALL TO ORDER:**

Mr. Newman called the meeting to order at 6:34 p.m. and introduced the Commission Members and staff present.

Mr. Newman introduced the first item on the agenda.

- Review of the December 15, 2021 Regular Meeting Draft Minutes<sup>1</sup>.

Ms. Hollas made a motion to approve the December 15, 2021 Regular Meeting Minutes.

Seconded by Ms. Adetola

Unanimously Approved

(Mr. Tedder was ineligible to vote as he was absent at the December 15, 2021 meeting)

### **SPECIAL EVENTS:**

- Jeré C. Eaton, Juneteenth Stamford/Josh & Tyler Stephens Memorial Fund - ***Juneteenth Citywide Celebration - June 19, 2022 from 12:00 p.m. to 8:00 p.m.*** at Jackie Robinson Park - Setup starts at 9:00 a.m. and Clean-up ends at 9:00 p.m. - 300-500 Total Attendees (100-200 Adults & 200-300 Children).<sup>2</sup>

Ms. Eaton made a presentation providing details about the event and answered questions from the Commission.

After a brief discussion, Ms. Adetola made a motion to approve the Special Event Application for the Juneteenth Citywide Celebration on June 19, 2022 at Jackie Robinson Park.

Seconded by Mr. Tedder

Unanimously Approved

### **NEW BUSINESS:**

- **James Lash, President - North Stamford Little League:** Discussion of the possible creation of a 50/70 Division Team for 13 year-old Little League graduates.
- **James Serafino - Cal Ripken 50/70 League:** Review of year one and discussion on sanctioning year two. Also discussion on Cal Ripken interaction with the proposed Little League D1 12-13 year-old gap Players League.<sup>3</sup>

Mr. Lash, Mr. Serafino and the Commission had a lengthy discussion regarding the 50/70 league and how to transition the 12-13-year-old players.

### **OLD BUSINESS:**

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

### **TOURNAMENTS:**

- No Tournaments.

Mr. Newman called for a motion to “Walk-on” a Correspondence item received today.

Ms. Adetola made a motion to “Walk-on” a Correspondence item received today.

Seconded by Ms. Hollas

Unanimously Approved

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<sup>1</sup> Video Time Stamp - 00:01:47

<sup>2</sup> Video Time Stamp - 00:02:48

<sup>3</sup> Video Time Stamp - 00:14:57

## **CORRESPONDENCE:**

➤ West Beach Little League Fields & Dog Walkers.<sup>4</sup>

Mr. Newman noted an email forwarded to the Commission received by Lyda Ruijter, Town Clerk, City of Stamford, from Barbara Brennan, resident, requesting assistance in enforcing the “No Dogs” rule on the Little League fields at West Beach.

Mr. Murray stated this is an enforcement issue and would notify the Park Police and Captain Thomas Lombardo of the issue.

Director Quiñones stated he would also notify Animal Control as they also have some enforcement authority.

Ms. Albano noted an email she received from Toni DeCarlo, resident, regarding the east parking lot at Cummings Beach and the gate being locked.

Mr. Murray stated he received a call from Ms. DeCarlo and spoke with her. Mr. Murray confirmed the gate to the east parking lot is closed and locked for the winter season.

## **STAFF REPORTS:**

➤ Laurie Albano, Superintendent of Recreation: Recreation Update.

The following Staff Report was submitted and discussed by Ms. Albano:<sup>5</sup>

*[Begin Report]*

### **RECREATION:**

- Internal Event Committee meeting January 11, 2022 - Tournament/events approvals.
- Discussion of tournament fee combination/staff availability/Parks overtime.
- Sponsorship/Donation Account reconciliation with Controllers Office is in process after a hold put on it by OPM.
- COVID mask enforcement/waivers to organizations/teams/leagues.
- Spring/Summer brochure of programs in development.
- School construction and/or availability for camps summer of 2022. I have spoken with Board of Education Facilities about the use of Westover this summer. Hart and Stillmeadow off limits so Westover use is critical (that site is logistically important). I have asked a couple of times, no answer yet. Have asked Director Quiñones for assistance. Need sites identified for brochure print deadline in a week.
- Winter adult league and program startups this week thru rest of winter.
- Winter swim lessons ongoing.
- Spring preparation for all field permitting, programs, leagues, aquatics and staffing (on going).
- Running Lifeguard training classes in February and April.
- March camp registration preparation of dates and process.
- Reviewing language and making recommendations to Legal regarding extension of the Star Center lease and expansion of space. Funding for such and increased revenue has been placed in the FY22-23 budget.
- Star Center and Lathon Wider programs running well. Good registration numbers at both locations.
- Revenue is up \$208,575 over last year through the month of December.
- North Stamford Little League and Cal Ripkin sanctioning extension discussion.
- Baseball study almost done. Reviewed first draft and sent comments back to Springfield College.

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<sup>4</sup> Video Time Stamp - 00:47:48

<sup>5</sup> Video Time Stamp - 00:52:10

## **TERRY CONNER RINK:**

- COVID mask enforcement/waivers to organizations/teams.
- Requested Citation Officers to spot check on Thursday nights/Saturday & Sunday for spectator mask compliance. It has become a problem.
- Finalizing installation of new fire alarm system that is connected as well to the ammonia system. Should be done end of this week.
- Needed a new sub surface heating pump installed.
- I requested TCR neck guard policy meeting with Legal. Will survey other rinks policy. Will meet with the Parks & Recreation Commission along with Legal for final position in February. A mandate would mean enforcement.
- We will no longer allow mixed age groups during open hockey public sessions. Will designate separate ice locations for smaller and older kids/adults.
- Working still on sale of Olympia ice resurfer with Vehicle Manager. Hope to facilitate that soon, and purchase a used backup machine to our 2017 machine. Eventually build up the rink fund balance to buy a new machine in two years or so.
- I had Ken hire additional staff when the test site was at Cove Island Park. We lost revenue and had many test goers to deal with asking to use bathrooms and general information. It had become untenable for a bit. I asked Kevin to order porta jons and he did. The City, we hope, will cover the lost revenue and CARES Act funds will reimburse us for the additional staffing.
- Discussion/preparation of a rink fee increase will begin soon. Will get to the Mayor and then on to the Board of Representatives in time for September 2022 prime season.
- It is my understanding that the rink's future capital expenses have been submitted to the State for a grant. No word yet on status of request. Would certainly be a great thing for the rink's bottom line especially now as its own special revenue fund.

*[End Report]*

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

The following Staff Report was submitted and discussed by Mr. Murray:<sup>6</sup>

*[Begin Report]*

- Continuation of detail setups with vaccine and testing sites coordination with Stamford Health Department and State medical agencies for startup with trailer units within parks and City facilities. **Current sites being used:** Stamford Government Center (employee testing), Courtland Avenue Park, Cove Island Park and Scalzi Park. Startup of Fairway Market testing site to begin Thursday, January 6, 2022. Also, we are now in planning on receiving an additional trailer for Scalzi Park and coordination and detail for unit and generator will be worked on for possible startup for the week of January 10, 2022.
- Operating Budget preparations/data entry FY22-23. **Budget submitted** as of January 10, 2022.
- Program expansions are within operating budget submission. Organic Turf Program: Two (2) Parks Maintenance workers to be hired to fulfill expansion of turf maintenance for our 33 acres of athletic fields.
- Working with administration on current vacancies - **Four (4) vacancies:** Parks Electrician, two (2) Parks Maintenance workers and a Tree climber.
- Snow preparations are made with staffing/equipment and snow routes throughout Stamford for all parks and facilities priorities.

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<sup>6</sup> Video Time Stamp - 01:31:22

- American Rescue Plan (ARP) Funding has been approved by all City boards (100% ARP Funded). Obtaining work scopes and proposals this winter.
  - **Kosciuszko Park Parking Lot - \$100,000 Request:** Relevel/re-gravel parking lot and access road, which will upgrade sheet drainage.
  - **West Beach Parking Lot - \$200,000 Request:** Design and installation of scour protection wall along beachfront that divides the shore and parking lot to be upgraded which will protect erosion and heaving due to storm surges and extreme tidal flooding.
  - **Courtland Avenue Park - Dog Park- \$150,000 Request:** Underground drainage and install retention basin to Dog Park area, which will assist with erosion and washout; small retention wall to be installed.
  - **426 Shippan Avenue Park Department - \$100,000.00 Request:** Regrading and repaving Parks Department Shop parking areas to assist with flood prone areas, which will get connected to all storm drains properly.
- Work with administration on a House Bonding Request and we have been approved for funding to support our Playground upgrades in the amount of \$500,000 and funding will be available July 1, 2022. Below is the Capital Plan:
  - **C56139 - PLAYGROUND REHABILITATION:**
    - Courtland Avenue Park - \$650,000.
    - Barrett Park Playground upgrade - \$450,000.
    - Cummings Park Playground - \$400,000.
    - Northrop Park Playground - \$50,000 for design; \$450,000 for installation of a new playground.

[End Report]

- Parks & Recreation Internal Committee Action Report - January 11, 2022 Meeting.

Following is the Action Report generated from the January 11, 2022 Parks & Recreation Internal Committee Meeting showing the list of events approved:

[Begin Report]

In Attendance:           Matthew Quiñones  
                                   Kevin Murray  
                                   Laurie Albano  
                                   Megan Gearhart  
                                   Kim Gerbert

### **Call to Order**

The meeting was called to order at 2:05 p.m. by Matthew Quiñones.

### **Consent Agenda**

**Gerard Gasparino - ARI of Connecticut, Inc. - 16th Annual Walk for Independence - Cove Island Park - Sunday, April 24, 2022 from 10:00 a.m. to 1:00 p.m. - Setup Starts at 7:30 a.m. and Clean-Up Ends at 1:30 p.m. - 25 Children and 125 Adults.**

Kevin Murray made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

### **Special Events**

**Martin Levine - Epilepsy Foundation of CT - Walk to Defeat Epilepsy - Cove Island Park - Saturday, May 7, 2022 from 9:00 a.m. to 1:00 p.m. - Setup Starts at 8:00 a.m. and Clean-Up Ends at 3:00 p.m. - 60 Children and 140 Adults.**

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

**Jeré C. Eaton - Juneteenth Stamford/Josh & Tyler Stephens Memorial Fund - Juneteenth Citywide Celebration - Jackie Robinson Park - Sunday, June 19, 2022 from 12:00 p.m. to 8:00 p.m. - Setup Starts at 9:00 a.m. and Clean-Up Ends at 9:00 p.m. - 100-200 Adults and 200-300 Children.**

➤ First time event. Request will be forwarded to the Parks & Recreation Commission for their review and approval.

### **Old Business**

No Old Business.

### **New Business**

No New Business.

### **Tournaments**

**Jon Brandt - Connecticut USSSA - Softball Tournament - Season Kickoff Tournament - Cummings 1 & 2 and Kosciuszko Field - Sunday, June 26, 2022 from 8:00 a.m. to 7:00 p.m.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, April 9, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2.**

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, April 23, 2022 from 8:00 a.m. to 6:00 p.m. - Cummings 1 & 2.**

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, April 30, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2, Kosciuszko and Two Fields at Scalzi Park.**

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, June 4, 2022 from 8:00 a.m. to 5:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, June 11, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, June 18, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, June 25, 2022 from 8:00 a.m. to 5:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, July 16, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, July 23, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, September 17, 2022 from 8:00 a.m. to 6:00 p.m. - Cummings 1 & 2.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, October 1, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, October 8, 2022 from 8:00 a.m. to 9:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Sunday, October 9, 2022 from 8:00 a.m. to 12:00 p.m. - Cummings 1 & 2.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, October 15, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, October 22, 2022 from 8:00 a.m. to 8:00 p.m. - Cummings 1 & 2 and Kosciuszko Field.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**John Brandt - Connecticut USSSA - Softball Tournament - Saturday, November 5, 2022 from 8:00 a.m. to 6:00 p.m. - Cummings 1 & 2.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**Bobby Pentino - CT One Nation Slow Pitch - Softball Tournament - Women's Tournament - Cummings 1, 2 & 5 - Saturday, May 21, 2022 from 8:00 a.m. to 6:00 p.m. - (If Cummings Not Available, Scalzi 1, 2, and Pit would be Fine).**

Kevin Murray made a motion to approve.

Seconded by Kim Gerbert

Unanimously Approved

**Bobby Pentino - CT One Nation Slow Pitch - Softball Tournament - Men's E Slow Pitch Softball Event - Cummings 1 & 2 - Saturday, June 11, 2022 from 8:00 a.m. to 6:00 p.m.**

➤ Request held until the February Parks & Recreation Internal Committee Meeting.

**Bobby Pentino - CT One Nation Slow Pitch - Softball Tournament - Women's Softball Event - Cummings 1, 2 & 5 - (If Not Available Scalzi 1, 2 & Pit) - Saturday, July 23, 2022 from 8:00 a.m. to 6:00 p.m.**

➤ Request held until the February Parks & Recreation Commission Meeting.

Motion to adjourn the meeting by Kevin Murray

Seconded by Kim Gerbert

The meeting adjourned at 2:48 p.m.

*[End Report]*

### **DISCUSSION:**

➤ Discuss speaking to the Mayor about honoring Park Friends/Volunteer Groups who work in the City parks, especially recognizing The Stamford Garden Club as they are celebrating their 100th anniversary in May and have been taking care of the Goodbody Garden since 1975.<sup>7</sup>

Mr. Newman noted an email sent from the Mayor Simmons expressing support for honoring the Park Friends and Volunteer Groups especially The Stamford Garden Club celebrating their 100th anniversary.

Mr. Newman also mentioned the list of Park Friends put together by former Commissioner John Rovegno, which would need to be updated.

The Commission had a discussion about different ideas for honoring The Stamford Garden Club and all the Parks Friends and volunteer groups.

➤ Review of the Application and Waiver Agreement for volunteer groups to work in the City parks.

➤ Review onboarding of seasonal employees and determine when to setup meet & greet meetings with the volunteers at various parks along with the park manager (if there is one), full-time employees and anyone else involved with park maintenance.<sup>8</sup>

The Commission had a discussion about working with the Legal Department to draft an agreement between the Friends Group and the City of Stamford, which would include designating the area(s) of the park the volunteer group would take care of, and to setup meetings between each volunteer group and City employees so all parties will know their area(s) of responsibility in each park.

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<sup>7</sup> Video Time Stamp - 01:50:50

<sup>8</sup> Video Time Stamp - 01:58:45



Ms. Hollas also noted the Policy & Procedures document should be updated, specifically the Chapter relating to Park Friends & volunteer groups, and be presented to Director Quiñones and Mayor Simmons for review.

There being no further business to come before the Commission, Mr. Newman adjourned the meeting at 8:43 p.m.

Respectfully Submitted,  
Lesley Capp  
January 25, 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](http://cityofstamford.granicus.com/ViewPublisher.php?view_is=9)