

**PARKS & RECREATION COMMISSION  
APPROVED MINUTES - WEDNESDAY, MARCH 16, 2022  
REGULAR MEETING  
VIA INTERNET & CONFERENCE CALL  
6:30 P.M.**

**JOIN ZOOM MEETING**

**<https://us02web.zoom.us/j/87085617712>**

**Meeting ID: 870 8561 7712**

**Passcode: 711059**

**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/85948831812>**.  
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, March 16, 2022 via the Internet on Zoom.

In attendance were:

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

Staff: 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 6:30 p.m. and introduced the Commission Members and staff present.

Mr. Newman explained there will be an Executive Session to take place during the discussion of the Neck Guard Policy for Terry Conner's Rink, where the Regular Meeting will be paused and the Commission will leave and go to a separate Zoom meeting to discuss the policy.

Mr. Newman introduced the first item on the agenda.

- Review of the February 16, 2022 Regular Meeting Draft Minutes.<sup>1</sup>

Ms. Hollas made a motion to approve the February 16, 2022 Regular Meeting Minutes.

Seconded by Ms. Adetola

Unanimously Approved

### **SPECIAL EVENTS:**

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

### **NEW BUSINESS:**

- **Daniel Gil, President - Greenwich Men's Rugby:** Request to become a sanctioned organization in the City of Stamford.<sup>2</sup>

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

After some discussion, Ms. Adetola made a motion to approve the sanctioning of Greenwich Men's Rugby for practice time only at Lione Park for two (2) nights per week, dates and times to be arranged with Ms. Albano.

Seconded by Mr. Tedder

Unanimously Approved

- **Robert Amster, Principal - The Retail Technology Group & Secretary, Kiwanis Club of Stamford - Scalzi Park:** Mr. Amster will present a proposal from The Kiwanis Club of Stamford to install a wheelchair swing in Scalzi Park.<sup>3</sup>

Mr. Amster, along with Gary Lesowitz, of the Kiwanis Club, made a presentation and answered questions from the Commission.

- **Laurie Albano, Superintendent of Recreation; Vikki Cooper, Deputy Corporation Counsel and Ken Smith, Rink Manager - City of Stamford:** Discussion about the possibility of creating a neck guard policy for Terry Conner's Rink.<sup>4</sup>

Ms. Albano and Ms. Cooper lead a discussion on the possibility of instituting a neck guard policy at Terry Conner's Rink.

Ms. Cooper requested the Commission go into Executive Session pursuant to CGS 1-200.6e. Ms. Cooper stated she provided a memorandum to Ms. Capp, which would be regarded as privileged information.

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<sup>1</sup> Video Time Stamp - 00:01:21

<sup>2</sup> Video Time Stamp - 00:02:25

<sup>3</sup> Video Time Stamp - 00:17:20

<sup>4</sup> Video Time Stamp - 00:38:10

Mr. Newman called for a motion for the Commission to enter into Executive Session to further discuss the memorandum from Ms. Cooper on creating a neck guard policy.

Ms. Hollas made the motion to move into Executive Session.

Seconded by Mr. Tedder

Unanimously Approved

The Parks & Recreation Commission moved into Executive Session at 7:15 p.m.

The Parks & Recreation Commission rejoined the Regular Meeting at 7:58 p.m.

Mr. Newman called for a motion to **TABLE** the creating of a Neck Guard Policy until the April 20, 2022 meeting and recommended language for a policy is provided.

Ms. Hollas made a motion to **TABLE** the creating of a Neck Guard Policy until the April 20, 2022 meeting and recommended language for a policy is provided.

Seconded by Ms. Adetola

Unanimously Approved

- **Susan Nabel, Board of Representatives, District No. 20 and Kevin Murray, Operations Manager - Parks & Facilities:** Discussion on possible creation of a dog park and potential locations in North Stamford.<sup>5</sup>

Ms. Nabel, along with Gary Lesowitz, of the Kiwanis Club, made a presentation and answered questions from the Commission.

After considerable discussion, the Commission decided to **TABLE** this item to a future meeting and have Ms. Nabel and Mr. Lesowitz work with Commissioner Tedder on the details of the project.

Mr. Newman introduced Mr. Moore.

Mr. Murray explained there may have been some confusion as Mr. Moore came before the Internal Committee on both agenda items. The landscaping plan was approved and the Kiwanis Park project still needs some approvals and may come before the Commission at the April Meeting.

Mr. Newman asked about the park benches in Latham Park. Mr. Murray explained they will be repaired and painted.

- **Michael Moore, Vice President, Operations - Downtown Special Services District (DSSD) - St. John's Park:** Mr. Moore will discuss a potential landscaping plan for the area immediately in front of 700 East Main Street (former Sheraton Hotel site).

### **OLD BUSINESS:**

- **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.

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<sup>5</sup> Video Time Stamp - 00:45:40

- **Laurie Albano, Superintendent of Recreation - Field Policy Manual:** Language addition/clarification to *Commercial Status* on Pg. 7.<sup>6</sup>

Ms. Albano made a presentation to the Commission explaining the reason for the language addition as follows:

**Current Language:**

Commercial Status:

Any type of athletic camp, clinic, showcase etc., whether non-profit or commercial, is not permitted unless under an approved revenue sharing contract with Recreation Services. Non-sanctioned or commercial organizations that want to use City fields for camps and clinics must submit a written request to the Superintendent of Recreation.

**Proposed Language:**

Commercial Status:

Any sanctioned organization that proposes any type of commercial camp, clinic or showcase **on their assigned and permitted fields** must file such request with Recreation Services under an approved revenue sharing contract.

Non-sanctioned or commercial organizations that want to use City fields for a camp, clinic or showcase on City fields must submit a written request and a field use application to the Recreation Services Department. **There is no guarantee of field space availability. No sanctioned organization will be asked to acquiesce their permitted field time.**

Remaining language in the 3 paragraphs under Commercial Status remain the same. This is to make more clear that such commercial activity is allowed by sanctioned organizations during their permitted field time, but must still be within the Recreation Services shared revenue contract, and that non-sanctioned and or unpermitted organizations cannot request time for such activity when field is permitted to a sanctioned organization.

Mr. Tedder made a motion to approve the language addition to the Field Policy Manual.

Seconded by Ms. Adetola

Unanimously Approved

**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:<sup>7</sup>

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<sup>6</sup> Video Time Stamp - 01:25:40

<sup>7</sup> Video Time Stamp - 01:32:25

## **RECREATION:**

- Dante Statum, our new Recreation Leader, started last week. He is assigned to Assistant Superintendent, Scott Kassouf and will be working on Star Center programs and summer camp preparation.
- Camp registrations began last week. Davenport and Newfield Camps filled immediately and small numbers remain at all other sites. Walk-in appointments started March 8, 2022 for those who needed to hand in paperwork. March 22, 2022 registrations begin for all spring and summer non-camp programs.
- We always have some disgruntled parents that do not get into the camp they want. Unfortunately, we try to be as fair as possible given the amount of space, staff and supplies we have. Also, any accommodation or policy break creates a domino effect. We have folks on wait lists and when you do for one, you have to do for almost all, and then we have lost a good handle on the planning and capacity of the programs.
- We anticipate both receiving funds via camp registration generosity and making awards to needy families over the next few months for camps and programs.
- After asking a few times we received, from the school Principals, the sign off on summer camp permits last week.
- We will again work with the Board of Education on the transfer of kids registered in our camps to come to camp after the summer school day ends. Board of Education buses them to us.
- We also work with Person-to-Person on camp scholarships.
- We will put any families on payment plans that need to for camps.
- Spring preparation for all programs, leagues, aquatics and staffing (on going).
- Working on paperwork compliance for all spring/summer field permits. This has become quite burdensome and we are hiring a seasonal program assistant to help process.
- Babe Ruth tournament approved for July. Sixteen-year-olds to 18-year-olds at Cubeta.
- No word from Marc Fraoli on 19-year-old and over baseball for summer of 2022.
- Cal Ripkin 50/70 and youth non-Little League travel is being fit in for spring field space at Kosciuszko Park in harmony with the Little Leagues.
- Two new requests for field sanctioning (Men's Rugby league and a Women's Cricket team/ Tournament only for now). Space limited. Also, the Stamford Spartans Youth Tackle Football that has asked for more park fields than they have in the past few years for next fall.
- Preparing/Advertising Lifeguard training class in April.
- Assessing the return of all summer staff (Lifeguards, Camp Counselors, and Tram Drivers). Interviewing for all positions now.
- July Fireworks re-bid is out with proposals due on March 17, 2022. I contacted previous vendors again and I believe at least two will submit a bid this time. As long as our dates are flexible.
- The Bocce League at Scalzi has been moved from Recreation to Parks to lead, review and renew current 5-year arrangement of their use, which involves maintenance of the courts for a reduced use fee. Recreation will continue to permit per whatever new agreement is crafted between Parks and Bocce. Recreation will also collect any fees that are ultimately part of the agreement.

### **TERRY CONNER'S RINK:**

- Hosting a State tournament game tonight. ND West Haven vs. New Canaan. Anticipate a large crowd. CIAC pays for both teams at \$485 per hour and covers all other expenses.
- COVID masks discontinued.
- Update: TCR neck guard policy will be on March 16, 2022 Parks & Recreation Commission agenda. Vikki Cooper, Deputy Corporation Counsel, along with Ken Smith, Rink Manager and myself will discuss a final position/policy for TCR. Also, there was a State Bill that mandates neck guards; however, it has now been moved to a task force that will report next January on them.
- Update: Sale of Olympia ice resurfacer sale has hit a roadblock. Bill Klous prepared the Bill of Sale to handle the buy back from the Olympia vendor. The vendor has now reduced its buy back price from \$45k to \$32k saying that things have now changed. Although this is unfortunate, all believe that is still the best price we will get. Same process will follow that once the City receives a check it will go to the General Fund and I will request an appropriation back to the Rink Special Revenue Fund to use those funds to purchase a used backup machine. Still ongoing and Director Quiñones is on board.
- Some new compressor issues. Lead compressor went into high temperature alarm and lag compressor went into an odd cycling of on and off. Artic Air, the installer, is working on it along with RDM on the computer monitoring. Ice is ok.
- I am still working on updating rink policies. Also working on rink food service specifications potentially utilizing a food truck in the busy season of September through March and/or both options of a food truck and an inside vendor. Inside would require someone to outfit the concession area fully. Currently no food service nor revenue from it. Just small revenue amounts from the vending machines. Difficult over the last few years to find and/or retain one.
- Waiting on an answer to a question I asked Lee Berta who is seeking an answer on why the rink Central Services budget line item went up from \$76,707 to \$100,442, and a contingency line item of over \$190k.

### **MISCELLANEOUS:**

- Filled out and submitted potential new ERP system inventory control survey for all three departments requested by Josie Carpanzano, IT Project Manager.
- Filled out and submitted new ERP/Oracle Level 1 and 2 approvals form requested by Erik Larson, Purchasing Manager.
- Reviewed organization charts as requested by Office of Policy & Management. My position of Recreation Superintendent is in the organization charts, but the salary has been removed from the budget upon my retirement and start of new fiscal year July 1, 2022.
- Received Board of Representatives budget memo and dates. Will prepare report they are requiring for Recreation, Terry Conner's Rink and Golf budget presentations. However, Mayor's office sent out a different one. I am working with staff and trying to combine the two into one PowerPoint presentation.
- I will present the PowerPoint presentations for Recreation, Terry Conner's Rink and Golf Course budgets to the Board of Representatives on April 5, 2022 and to the Board of Finance on April 6, 2022.

*[End Report]*

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

The following Staff Report was submitted and discussed by Mr. Murray:<sup>8</sup>

*[Begin Report]*

- Continuation of detail support with Vaccine sites with Stamford Health Department and state medical agencies for startup with trailer units within City parks. Current sites being used: Courtland Avenue Park, Cummings Park and Scalzi Park.
- Working on bid waiver to implement Musco Control Link for Cummings 1/2 and Scalzi 1/2 softball lights. This will allow us to remotely control light schedules and prevent someone to be available to turn on/off for the Recreation department.
- Review of plans for Cummings Beach front Capital phased plan with Engineering Department and Land Use: Plans will be sent back to Stantec with the City's notes. Plan is to address entry circle and beach front promenade.
- Courtland Avenue Building site to be saved-off. Engineering Department coordinated with Grasso, LLC, which provided temporary road access for the sign and lines division and fencing off property *in progress*. **Electrical Utility is being done March 7 & 8, 2022 for restrooms and on Wednesday, March 9, 2022 the water line will be worked on.** Dog park and park visitors will be asked to park in upper parking lot.
- 2022 Scalzi Summer stage for Sunday afternoons at 4:00 p.m. for five (5) events. The City will be partner with local cultural organizations to provide five free (5) public events - June 19 & 26, July 10 & 17 and August 7, 2022.
- Recruitment of seasonal Park staff has begun and we will be starting our Phase 1 hiring to assist with our openings for our athletic fields.
- Courtland Avenue playground upgrade to begin mid-June. Also working with Engineering on American Recovery Project (ARP) funding to support the dog park drainage/fence upgrade and to install retention wall to prevent wash out.
- Organic land supply bids were due on March 9, 2022 and will work with Purchasing and staff to award and order supplies.
- Dorothy Heroy Pool: Water/well startup in process this month and are meeting with the State when yield test will be performed and water samples to be documented prior to opening.
- Scheduled annual playground inspections for 2022 and will work off list for any repairs needed.
- Beach/parking permit program and park attendant program contract will be a combined contract for the 2022 season. Bids are due March 29, 2022 and winner will be selected.
- Heroy court project is still pending bid waiver as Purchasing has held for more breakout of the proposal from State contractor.
- Receiving and planning on additional pickleball court linings throughout Stamford.
- Awaiting final proposal for Cricket Pitch at Lione Park for upgrade.

*[End Report]*

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<sup>8</sup> Video Time Stamp - 01:54:00

➤ Parks & Recreation Internal Committee Action Report - March 8, 2022 Meeting.

Following is the Action Report generated from the March 8, 2022 Parks & Recreation Internal Committee Meeting showing the list of events approved:

[Begin Report]

In Attendance: Matthew Quiñones  
Kevin Murray  
Laurie Albano  
Kim Gerbert  
Gloria Montoya

**Call to Order**

The meeting was called to order at 2:04 p.m. by Kevin Murray.

Director Quiñones and Gloria Montoya arrived later in the meeting.

**Consent Agenda**

**Jim Serafino - Babe Ruth Baseball of Stamford - 2022 16 to 18-Year-Old New England Regional Tournament - Cubeta Stadium from Friday, July 15, 2022 at 12:00 p.m. to Thursday, July 21, 2022 at 11:00 p.m.**

Kevin Murray made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

**Nikhil Jain - Stamford Cricket Club - Annual Charity Tournament for Non-Profit TBD - Lione Park - Friday, July 15, 2022 to Sunday, July 17, 2022 from 6:00 p.m. to 9:00 p.m.**

Laurie Albano made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

❖ Gloria Montoya joined the meeting 2:08 p.m.

❖ Kim Gerbert left the meeting at 2:08 p.m.

**Special Events**

**David Hertz - SoundWaters - SoundWaters Flotilla - Cove Island Park and Boccuzzi Park - Saturday, July 16, 2022 from 8:00 a.m. to 12:00 p.m. - Set-Up Starts at 6:00 a.m. and Clean-Up Ends at 1:00 p.m. - 80 Adults and 20 Children.**

Kevin Murray made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved

**Rev. Gustavo A. Falla/Stefania Canneto - St. Mary Parish - Stations of the Cross/Procession - Start Procession at Cummings Park - Friday, April 15, 2022 from 10:00 a.m. to 1:00 p.m. - 800 Adults and 200 Children.**

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved



**Susan Pratt - Girl Scouts of Connecticut - Girl Scout Cookie Distribution - Cummings Park Parking Lot - Saturday, March 26, 2022 from 8:30 a.m. to 12:00 p.m. - Set-Up Starts at 7:00 a.m. and Clean-Up Ends at 12:30 p.m. - 100 Adults and 50 Children.**

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved

**Colleen Harkey - Stamford Veterans Park Partnership - K-9 Veterans Day Ceremony - Veterans Memorial Park - Sunday, March 13, 2022 from 12:30 p.m. to 2:00 p.m. - Set-Up Starts at 12:00 p.m. and Clean-Up Ends at 2:00 p.m. - 75 Adults and 25 Children.**

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved

### **Old Business**

**Gina Posligrá - Wedding Ceremony - Cove Island Park - On East Beach All the Way at the End by the Rocks - Saturday, July 16, 2022 from 4:30 p.m. to 6:00 p.m. - 30 Adults and 5 Children.**

➤ Item was held. Ms. Posligrá never responded to phone messages; she will need to re-apply.

### **New Business**

**Michael Moore - D.S.S.D. - Beautification Project/Planting Plan for St. John's Park Located Immediately in Front of 700 East Main Street (the Former Sheraton Hotel Site).**

Gloria Montoya made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

### **Tournaments**

**Dick Cerone - Westhill High School - Varsity Baseball Games - Cubeta Stadium - Saturday, April 2, 2022 from 1:00 p.m. to 4:00 p.m., Friday, April 29, 2022 Starting at 7:00 p.m. and Monday, May 9, 2022 Starting at 7:00 p.m.**

Gloria Montoya made a motion deny use of Cubeta Stadium on Saturday, April 2, 2022. Saturday, April 9, 2022 suggested instead.

Seconded by Laurie Albano

Unanimously Approved

Gloria Montoya made a motion to approve use of Cubeta Stadium on Friday, April 29, 2022 and Monday, May 9, 2022.

Seconded by Laurie Albano

Unanimously Approved

**Dick Cerone - Westhill High School - Sub-Varsity Baseball Games - Barrett Park - Friday, April 22, 2022, Friday, May 6, 2022 and Monday, May 9, 2022 from 4:00 p.m. to 6:00 p.m.**

Gloria Montoya made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

**Dick Cerone - Westhill High School - Varsity Softball Games - Troy Field - Wednesday, April 20, 2022, Sunday, April 27, 2022, Wednesday, May 4, 2022 and Wednesday, May 11, 2022 from 7:00 p.m. to 9:30 p.m.**

Gloria Montoya made a motion to approve.

Seconded by Laurie Albano

Unanimously Approved

❖ Director Matthew Quiñones joined the meeting.

**Leon Grimm - Cardinal Kung Academy - Rental of 4 or 5 Tennis Court for Tennis Team Practices - Scalzi Park - Monday, March 28, 2022 to Thursday, May 26, 2022 from 2:45 p.m. to 5:00 p.m.**

Laurie Albano made a motion to approve.

Seconded by Gloria Montoya

Unanimously Approved

**Marvin Tyler - Slammer Tennis World, LLC - Tennis Tournament - Cummings Park Tennis Courts - Saturday, August 13, 2022 from 8:00 a.m. to 6:00 p.m.**

➤ Item held, waiting for more information.

**Marvin Tyler - Slammer Tennis World, LLC - Tennis Tournament - Cummings Park Tennis Courts - Saturday, May 14, 2022 from 8:00 a.m. to 6:00 p.m.**

➤ Item held, waiting for more information.

**Marvin Tyler - Slammer Tennis World, LLC - Tennis Tournament - Cummings Park Tennis Courts - Saturday, June 11, 2022 from 8:00 a.m. to 6:00 p.m.**

➤ Item held, waiting for more information.

**Nikhil Jain - Stamford Cricket Club - Use of Scalzi Park for Women's Cricket Team - Saturday, May 21, 2022 from 8:00 a.m. to 9:00 p.m.**

Gloria Montoya made a motion to approve.

Seconded by Kevin Murray

Unanimously Approved

Motion to adjourn the meeting by Gloria Montoya

Seconded by Kevin Murray

The meeting adjourned at 2:43 p.m.

*[End Report]*

**DISCUSSION:**

➤ Application and Waiver Agreement for volunteer groups to work in the City parks.<sup>9</sup>

Mr. Newman stated he was not able to meet with Dana Lee, Assistant Corporation Counsel, to go over language for these agreements. Mr. Newman stated he hopes to be able to meet with Mr. Lee over the next few weeks to have a draft for the April 20, 2022 meeting.

There being no further business to come before the Commission, Mr. Newman adjourned the meeting at 9:25 p.m.

Respectfully Submitted,  
Lesley Capp  
March 28, 2022

*These proceedings were recorded on video and are available for review on the City of Stamford website at:*  
[http://citvofstamford.granicus.com/ViewPublisher.php?view\\_is=9](http://citvofstamford.granicus.com/ViewPublisher.php?view_is=9)

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<sup>9</sup> Video Time Stamp - 02:07:25