

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

**JOIN ZOOM MEETING**  
**<https://us02web.zoom.us/j/86891167047>**

**Meeting ID: 868 9116 7047**  
**Passcode: 563250**

**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/86891167047>**  
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, November 16, 2022 via the Internet on Zoom.

In attendance were:

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

Staff: Matthew Quiñones, Director of Operations  
Kevin Murray, Director of Parks & Recreation  
Lesley Capp, Assistant - Parks & Recreation Commission

**CALL TO ORDER:**

Mr. Newman called the meeting to order at 6:33 p.m. and introduced the Commission Members and staff present.

Mr. Newman introduced the first item on the agenda.

- **Public Participation Session:** Each individual requesting to speak shall send a Chat Message to the Chair stating their name and address for the record. Public participation comments shall be limited to 3 minutes.

Mr. Newman explained the guidelines for the public session since this item has not been on the agenda for some time.

Mr. Newman stated there is one request to speak from Maureen Boylan.

Ms. Boylan spoke about the soccer fields at West Beach.

Mr. Newman stopped Ms. Boylan after the allotted 3 minutes and thanked her for her comments.

Ms. Katz asked to make a motion to allow Ms. Boylan additional time to speak.

Seconded by Mr. Tedder

Unanimously Approved

Ms. Boylan was permitted to continue with her comments regarding the West Beach fields.

- Review of the October 19, 2022 Regular Meeting Draft Minutes.<sup>1</sup>

Ms. Adetola made a motion to approve the October 19, 2022 Regular Meeting Minutes.

Seconded by Ms. Hollas

Unanimously Approved

### **SPECIAL EVENTS:**

- No Special Events

### **NEW BUSINESS:**

- **Springdale Elementary School - Angelo Fusaro, PTO President:** Installation of a Gaga field to be built in the playground area.<sup>2</sup>

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

After a brief discussion, Mr. Tedder made a motion to approve the installation of a Gaga field at Drotar Park.

Seconded by Ms. Adetola

Unanimously Approved

- **Stamford Little League - Michael Noto:** Mr. Noto will provide details on the merger of Little League baseball in Stamford which will operate under the umbrella of Stamford Little League.<sup>3</sup>

Mr. Noto made a presentation explaining the merger of all the little league organizations under the single umbrella of “Stamford Little League” and provided details of how the new merged league will be managed going forward.

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<sup>1</sup> Video Time Stamp - 00:10:05

<sup>2</sup> Video Time Stamp - 00:11:15

<sup>3</sup> Video Time Stamp - 00:18:05

After considerable discussion, Mr. Tedder made a motion to sanction Stamford Little League at the organizational body for the City of Stamford.

Seconded by Ms. Katz

Unanimously Approved

- **Stamford Babe Ruth Baseball - James Serafino:** Mr. Serafino will provide details on the 50/70 baseball program being run through Babe Ruth's Cal Ripken Charter.<sup>4</sup>

Mr. Serafino made a presentation providing background on the Babe Ruth organization and details on the 50/70 program and made a request for permanent sanctioning in the City of Stamford.

After some discussion, Ms. Hollas made a motion to sanction Stamford Babe Ruth Baseball to manage Youth Travel, the 50/70 program and the Babe Ruth program in the City of Stamford.

Seconded by Ms. Adetola

Unanimously Approved

- **Resolution - Authorization of a Pilot Program - Sound Reproduction Devices during Special Events within City of Stamford Parks:** The intent is for the Commission to consider adopting a pilot program for 2023 to consider music in the parks as part of Special Events. Conditions of the pilot program would limit music to no more than two (2) hours for any event.<sup>5</sup>

Mr. Newman read the Resolution into the record and provided brief comments citing the Board of Representatives ordinance which relate to the proposed pilot program for Special Events.

Mr. Newman also mentioned a letter received from Board of Representatives members Melinda Baxter and Bonnie Kim Campbell supporting the pilot program and read the letter into the record.

Director Quiñones made a presentation and answered questions from the Commission.

After considerable discussion, it was decided to ***Table*** this item to the December 21, 2022 meeting.

### **OLD BUSINESS:**

- **League Sanctioning Policy Review (*Tabled from the October 19, 2022 Meeting*).**<sup>6</sup>

The Commission had considerable discussion on the League Sanctioning Policy suggesting changes which will be incorporated by Mr. Murray and brought back for review at the December 21, 2022 meeting.

Mr. Newman then called for a motion to approve the fee increases in Appendix A in the Field Policy Manual.

Mr. Tedder made a motion to approve the fee increases in Appendix A in the Field Policy Manual.

Seconded by Ms. Hollas

Unanimously Approved

- **2023 Meeting Schedule (*Tabled from the October 19, 2022 Meeting*).**<sup>7</sup>

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<sup>4</sup> Video Time Stamp - 00:38:15

<sup>5</sup> Video Time Stamp - 00:55:40

<sup>6</sup> Video Time Stamp - 01:37:50

<sup>7</sup> Video Time Stamp - 02:17:05

Mr. Newman stated that it had been suggested at the October 19, 2022 meeting the meeting time be changed to 7:00 p.m. Mr. Newman explained that due to his work schedule with the Fire House it would make it difficult to change the scheduled time to 7:00 p.m. Mr. Newman also stated in discussing this with Ms. Capp it would be an issue with her schedule as well so the meeting time will remain at 6:30 p.m.

Mr. Newman asked the Commission if there were any issues with any of the 2023 dates and there was no response.

Mr. Newman then called for a motion to accept the 2023 meeting schedule.

Ms. Adetola made a motion to accept the 2023 Meeting Schedule

Seconded by Mr. Tedder

Accepted 4-1-0

(Newman, Adetola, Hollas, Tedder - In Favor / Katz - Opposed)

➤ **Parks & Recreation Commission Special Meeting - October 6, 2022 - Sustainable Playing Fields & Playgrounds:** Follow up discussion.<sup>8</sup>

Mr. Newman mentioned the letter from Director Quiñones suggesting Legal and the Health Department should both review the information presented at the Special Meeting.

Director Quiñones made some brief comments.

Mr. Newman suggested not moving forward until getting feedback from Legal and the Health Department.

After some discussion, it was decided the Commission would wait until hearing from Legal and the Health Department before taking any stance either way on the issue of artificial turf vs. natural grass.

**TOURNAMENTS:**

➤ No Tournaments.

**CORRESPONDENCE:**

- Letter received from District No. 5 Representatives Melinda Baxter and Bonnie Kim Campbell supporting the Resolution for music in City parks for Special Events.
- Letter received from the Matthew Quiñones, Director of Operations, regarding Selection Criteria & Decision Authority for City Playground and Athletic Field Surfaces.

**STAFF REPORTS:**<sup>9</sup>

Mr. Newman explained that in the past, the Director of Operations rarely attended the Commission meetings. Staff reports normally came from Mr. Murray on Parks & Facilities and the former Superintendent of Recreation, Laurie Albano, on Recreation. Now the staff report is given by Mr. Murray covering Parks & Facilities and Recreation. Mr. Newman confirmed with Director Quiñones that the staff report would be coming from Mr. Murray. Mr. Newman stated that if Director Quiñones is able to attend the meetings, he would be welcome to provide any information deemed appropriate.

Director Quiñones stated he would comment on items not included in Mr. Murray's report.

➤ Matthew Quiñones, Director of Operations.

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<sup>8</sup> Video Time Stamp - 02:19:05

<sup>9</sup> Video Time Stamp - 02:27:11

The following items were discussed by Director Quiñones:

- Parks Strategic Plan.
- Barrett Park.

➤ Kevin Murray, Director of Parks & Recreation: Parks & Recreation Update.

The following Staff Report was submitted and discussed by Mr. Murray:<sup>10</sup>

*[Begin Report]*

- Attended Parks & Recreation Committee meeting on Thursday, October 27, 2022 to review status of current year park repair/upgrade projects and also Scalzi Park Bocce Courts agreement and conditions.
- Operations 1<sup>st</sup> Quarter projections completed.
- Courtland Park Playground Ribbon Cutting held on October 26, 2022.
- Show mobile stage is condemned as of October 27, 2022: Plan will be to replace per Operations meeting with Vehicle Maintenance Supervisor. New unit will arrive in August 2023. Use of large City rack truck to be used for stage at approved special events that the City offers.
- 28<sup>th</sup> Annual Christmas Tree Lightning to be held on Tuesday, November 22, 2022 at 5:30 p.m. (**Attached flier**)
- Springdale Tree Lighting to be held on Sunday, December 4, 2022 at 4:00 p.m.
- 2022/23 Proposing an increase of rates and wages, which is being reviewed internally with administration to be considered for Terry Conner Rink, Recreation and Parks Maintenance. Will need Board of Representatives approval.
- Updated Field Policy Manual: **Attached with fee increases**, which need to be approved by the Board of Representatives and Parks & Recreation Committee.
- Selection Criteria & Decision Authority for City Playground and Athletic Field Surfaces: **Attached letter** from Matthew Quiñones, Director of Operations.
- Online Permits: Cashiering and permitting functions for Special Events/park requests will go live online this week and Recreation Services requests will go live sometime in December.
- Stamford Youth Hockey Permit: Last permit was issued for August from 5:00 to 7:00 p.m. every Sunday.
- City of Stamford Fields/Teams - Parks Athletic Fields: Sent to Paul Newman, Chair, Parks & Recreation Commission.
- Veterans Day Parade Sunday, November 6, 2022: Huge success. Kudos to parks staff for setup & details.
- Working on Parks & Recreation Division transition plan which includes job descriptions for full transparency on duties and tasks. **Requested all job descriptions from HR to examine needs for this upcoming Operation budget.**
- 2023 Marina Rules update with fees. (**Attached**)
- Scalzi Park Playground repair for slide to be replaced. **Awaiting replacement parts; will contact vendor.**
- Lione Park Playground repair: **Awaiting replacement parts; will contact vendor.**
- City bathrooms to be closed November 15, 2022.

## **RECREATION UPDATES:**

- **Leagues:**

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<sup>10</sup> Video Time Stamp - 02:43:15

- Adult Softball and Kickball is winding down. Complete as of November 9, 2022.
- Registration is currently going on for Winter Adult Basketball, Volleyball and trying to start up a Dodgeball League.
- **Aquatics:**
  - We are still looking for additional lifeguards and swim instructors.
  - Fall Session goes until the end of November.
  - Working on some issues with Westhill High School pool regarding chlorine levels and water temperature.
- **Star Center:** Preschool and afterschool programs are running smoothly and are both at full capacity.
- **Youth:**
  - Fall Youth Programs will start to wind down and finish up by the end of November.
  - October 24, 2022 Winter Brochure went to the printers. We should have them in the office by Thanksgiving.
- **Special Event:** Hayride Tickets went on sale November 1, 2022. (Sold out)
- **Registration:** Winter Registration will begin December 6, 2022

### **TERRY CONNER RINK UPDATES:**

- Adult Skating Lessons added to Group Lesson Program.
- High school hockey and youth hockey busy season is approaching.
- Large Synchronized skating competition being held on Saturday, December 3, 2022.

*[End Report]*

Mr. Newman asked the posting of political signs in the parks and if there was any City ordinance relating to political signage is or is this something the Commission should consider making a policy.

Director Quiñones explained that the only ordinance in existence is with regard to advertising and does not specifically mention political signage. The ordinance is somewhat vague and could be left up to interpretation. Director Quiñones suggested the Commission work on an ordinance specifically relating to political signage in the parks.

Mr. Murray stated that contrary to what has been thought, when signs are removed due to a traffic hazard or being in the way of park maintenance, they are not thrown out. They are kept and stored at the Parks vault facility.

### **DISCUSSION:**

- **Paul Newman - Project Updates:** Courtland Park playground; Cove Marina dredging; Barrett Park; Veterans Park Signage.<sup>11</sup>
- **Paul Newman - City Website Updates.**<sup>12</sup>
- **Paul Newman - Parks Strategic Plan.** (Discussed by Director Quiñones in his Staff Report)

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<sup>11</sup> Video Time Stamp - 03:01:53

<sup>12</sup> Video Time Stamp - 03:06:08

➤ **Update of Parks & Recreation Commission Strategic Goals for the 2022-2023 Fiscal Year as follows:**<sup>13</sup>

Mr. Newman explained that most of the following items will be covered under the Parks Strategic Plan. They will remain on the agenda until January. Thereafter, if there is an item a Commissioner would like to be discussed, to let Mr. Newman know and it can be added to the agenda.

**NOTE:** **Correction from January 18, 2023 Meeting** - Ms. Hollas stated that the Strategic Goals listed below do not fall under the Parks Strategic Plan as stated in the language above and should remain on the agenda.

Mr. Newman asked each Commissioner to report on each of their areas as follows:

- Mr. Newman and Ms. Hollas: Friends Groups.
- Ms. Hollas: Invasive Species initiative.
- Mr. Newman: Baseball and field usage.
- Mr. Tedder and Ms. Katz: Foundation and the City website.
- Mr. Tedder: Dog Park at Scofieldtown Park.
- Ms. Adetola and Mr. Murray: Setup of pickleball courts and working with pickleball and tennis players.

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

Ms. Hollas made a motion to adjourn the meeting; seconded by Mr. Tedder and the vote was carried unanimously.

There being no further business to come before the Commission, Mr. Newman adjourned the meeting at 9:47 p.m.

Respectfully Submitted,  
Lesley Capp  
November 22, 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)

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<sup>13</sup> Video Time Stamp - 03:07:12