

**PARKS & RECREATION COMMISSION
APPROVED MINUTES - WEDNESDAY, FEBRUARY 15, 2023
REGULAR MEETING
VIA INTERNET & CONFERENCE CALL
6:30 P.M.**

JOIN ZOOM MEETING
<https://us02web.zoom.us/j/89965589345>

Meeting ID: 899 6558 9345
Passcode: 224686

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/89965589345>**
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, February 15, 2023 via the Internet on Zoom.

In attendance were:

Commissioners: Paul Newman, Chair
Melanie Hollas, Vice Chair
Angela Adetola
Jessica Katz (Arrived at 7:20 p.m.)
Michael Tedder

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

CALL TO ORDER:

Mr. Newman called the meeting to order at 6:35 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.

There were no speakers for the Public Participation Session.

- Review of the January 18, 2023 Regular Meeting Draft Minutes.¹

The Commission considered the minutes of the January 18, 2023 Regular Meeting. There were no comments or modifications recommended.

Mr. Tedder made a motion to approve the January 18, 2023 Regular Meeting Minutes.

Seconded by Ms. Hollas

Unanimously Approved

SPECIAL EVENTS:

- No Special Events.

NEW BUSINESS:

- **John Barrot - Stamford Rugby Club:** Seeking to become a sanctioned organization by the City of Stamford.²

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

After some discussion, the Commission decide to **TABLE** this item until the March 15, 2023 meeting. Mr. Newman suggested Mr. Barrott meet with Mr. Murray to visit the potential fields available and Mr. Murray would follow up with Megan Gearhart, Assistant Superintendent of Recreation, to confirm field availability.

OLD BUSINESS:

- **Sustainable Playing Fields & Playgrounds:** Follow up from October 6, 2022 Special Meeting and January 18, 2023 Regular Meeting. Continued discussions from previous meetings.³

Mr. Newman stated there was not a representative from Legal in attendance and still no comments from the Health Department.

Mr. Newman mentioned that with regard to Legal, Doug Dalena, Corporation Counsel, who wrote the memorandum to Director Quiñones regarding Authority over the Surface of Athletic Fields is no longer with the City and has been replaced.

Mr. Newman stated he would ask Michael Toma, Assistant Corporation Counsel, who co-wrote the memorandum, come to the March meeting to answer questions on the memorandum. Mr. Newman stated Mr. Toma likes to prepare beforehand and Mr. Newman asked the Commission to send any specific questions to him and he would, in turn, send them on to Mr. Toma for discussion at the March meeting.

Ms. Hollas suggested that each Commissioner include the rest of the Commission on any email so there will not be duplicate questions.

The Commission had some further discussion regarding the funds for the project and the Commission possibly making a recommendation in lieu of comments from the Health Department if not received by the March meeting.

¹ Video Time Stamp - 00:02:50

² Video Time Stamp - 00:03:55

³ Video Time Stamp - 00:24:19

➤ **League Sanctioning Policy Review.** (*Tabled from the November 16, 2022 Meeting*)⁴

Mr. Murray made brief comments and answered questions from the Commission.

TOURNAMENTS:

- No Tournaments.

CORRESPONDENCE:

- **David Winston - Cove Island Wildlife Sanctuary (Item “Walked On”):** Requesting fifteen (15) parking passes or the 2023 parks season for volunteers working or participating in projects or events in the Sanctuary.⁵

As a representative from the Cove Island Wildlife Sanctuary was not in attendance, this item was **TABLED** to the March 15, 2023 meeting.

STAFF REPORTS:

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

The following Staff Report was submitted and discussed by Mr. Murray:⁶

[Begin Report]

- Parks & Recreation Suite on the 6th Floor move-in day was on Monday, February 6, 2023.
- Board of Representatives Department Budget Presentations scheduled for Tuesday, March 21, 2023.
- Board of Finance Department Presentations scheduled for Wednesday, March 29, 2023.
- Lione Park Playground Update: Working with playground consultant and coordinating plans for demolition and installation of damaged equipment and also pour and place repair (weather dependent).
- Wind Storm February 3, 2023 - Scalzi Park Little League Field Damage/Tree: Working with Risk Management.
- Submitted Fee increases for the entire Parks & Recreation Division. To be on February Boards for consideration.
- Bocci League Agreement and Court Condition Meeting: Will follow up with terms for capital upgrade within Capital Budget and a new agreement with League to be included with Capital Budget submission FY 23-24. Meeting with Director Quiñones and Legal.
- July 4th Fireworks: Working contract with Grucci and Sound company to coordinate 2023 show. Show scheduled for Friday, June 30, 2023 with a rain date of Friday, July 7, 2023.
- Oracle implementation in progress.
- Met with Sharon from the Goodbye Club at Fort Stamford for plaque placement.
- Cove Marina dredging is complete. Ready for opening day.
- Baseball Field Winter meeting was held Thursday, February 9, 2023 at 6:30 p.m.
- Sanctioned Youth and Adult Field Policy sent to Parks & Recreation Commission on January 19, 2023.
- West Beach boat ramp update sent to Parks & Recreation Commission on January 19, 2023.
- Courtland Avenue building has been demolished.
- Attended Barrett Park Public Planning Meeting on January 31, 2023.

⁴ Video Time Stamp - 00:31:47

⁵ Video Time Stamp - 00:42:19

⁶ Video Time Stamp - 00:44:05

RECREATION UPDATES

- **Leagues:** Current Winter Volleyball (Indoors 28 teams) and Basketball (Indoors 8 teams).
- **Aquatics:** Swim lessons started on January 9, 2023. Classes all full. Adult water aerobics has started.
- Still recruiting at local High Schools and posted on Indeed for swim instructors, camp counselors and summer lifeguards.
- Interviewing for summer directors, summer lifeguards and assistant directors for summer camps and requested wage increases for both.
- Indoor Pickleball Programs are at full capacity which started on January 9, 2023.
- **Star Center:** Winter programs have begun. Chess, hula hoop class and ½ day camps for early Board of Education facilities, along with scheduled Birthday parties for this month. February vacation day camps.
- **Youth:** Winter Session #1 basketball/soccer and multisport held indoors at Lathan Wider Center.
- **Special Events:** Friday night ski trips to Thunder Ridge Ski Area. Last trip scheduled for February 24, 2023. **All ski trips sold out.**
- **Registration** for 2023-2024 Star Center Stay and Play Preschool has begun and is 75% full.
- **Recreation FY23-24 Operating Budget** has been submitted and program expansion completed. Awaiting fee increases to be approved.
- Spring and Summer Brochures went to print on Monday, January 30, 2023. Will be posted by February 17, 2023.
- Hired Field Checker for April 10, 2023 startup to view all park/field use.

TCR UPDATES

- Staff correcting light fixture through warranty with Graybar (installer).
- Fee increases to be included with Board approval.
- Staff obtaining proposals to replace two (2) water heaters for the rink.
- High School Hockey and Youth Hockey in progress.

E.G. BRENNAN GOLF COURSE UPDATES

- EGB January/February total rounds were 1,162 rounds.
- Working with Legal Department regarding Clean-Harbors additional invoice to be corrected.
- EGB is having a sanitary sewer outlet pipe repair. Received purchase order for fix. Job was done in January.
- EGB RFP for architect design/services for Irrigation for the course had a mandatory walk through on January 6, 2023. Four (4) companies attended. Bids were due January 27, 2023. Working with purchasing to select vendor.

[End Report]

DISCUSSION:

The Commission went through each discussion item below.

- **Paul Newman - Parks Strategic Plan.**⁷
- **Melanie Hollas - Board of Representatives Resolution No. 4159:** Encouraging the Mayor to Allocate Funds to the FY2023/2024 Budget to Better Manage and Care for Trees on City Property. Possible support letter to Mayor Simmons.⁸
- **Melanie Hollas - Update on NIPS Fund Money and How it will be used.**⁹
- **Melanie Hollas - Barrett Park:** Update on Public Hearing.¹⁰
- **Update of Parks & Recreation Commission Strategic Goals for 2023/2024 as follows:**¹¹
 - Mr. Newman and Ms. Hollas: Friends Groups. Discussion of the draft Friends Group Agreement.
 - Ms. Hollas: Invasive Species initiative. Discussion of *RFP #899 - Citywide Parks Invasive Species Plan* which is requesting proposals from qualified consultants to provide a comprehensive evaluation/maintenance plan of the City of Stamford's parks invasive plant species.
 - 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.
 - All Commissioners: Ideas for any additional items for 2023/2024 Strategic Goals.
- **Application and Waiver Agreement for volunteer groups to work in the City parks.**

ADJOURNMENT:

Ms. Adetola 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 8:31 p.m.

Respectfully Submitted,
Lesley Capp
Assistant to the Parks & Recreation Commission
February 21, 2023

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

⁷ Video Time Stamp - 01:02:05

⁸ Video Time Stamp - 01:07:45

⁹ Video Time Stamp - 01:21:37

¹⁰ Video Time Stamp - 01:22:18

¹¹ Video Time Stamp - 01:24:18