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STAFFORD RECREATION COMMISSION

Regular Meeting

Zoom Video Conference Meeting

Meeting Minutes

Meeting Date: Thursday, November 3, 2022

LePagnus
Carl Frassinelli
TOWN CLERK

Members: Chairman - Dave Bachiochi, Secretary - open, Harold Blake Hatch, Tom Topping, Todd Levesque, Richard Deary, Bill Utermarck

Members Present: Dave Bachiochi, Tom Topping, Bill Utermarck, Todd Levesque

Members Absent: Harold Blake Hatch, Richard Deary

Recreation Director: (Open)

Athletic Director: Damian Frassinelli (not present)

Guest: Judy Geary, Joe Drenzo, Adam Murray, Jim Tantilio

- 1.) **Call Meeting to Order** – Dave called the meeting to order at 7:00 p.m. The number of board members present 4 constitutes a quorum (4 of 6).
- 2.) **Review and Accept Minutes from previous meeting** – Minutes from last meeting were reviewed. A motion to accept the minutes with no noted changes was entered by Tom Topping – Second by Bill Utermarck. Vote to accept minutes was unanimous.
- 3.) **Correspondence, letters & emails**
 - a. 2023 Meeting Schedule dates & start times – The request from the Town Hall to set the calendar for 2023 regular meetings was received. On a motion by Bill, second by Tom the commission unanimously voted to meet on the first Thursdays noted below excluding July and August, starting at 6:30pm with the primary meeting forum being remote over Zoom. In-person meetings will be called only when the agenda topics dictate.
Proposed Schedule of Regular Meetings for CY 2023 (1st Thursday except July and August):
Jan 5, Feb 2, Mar 2, Apr 6, May 4, Jun 1, Sep 7, Oct 5, Nov 2, Dec 7
 - b. **Stipend Distribution** – Fiscal year 2021-2022 town stipends were distributed upon request from Dave. The Youth Wrestling check was sent to Eric Bartholomew who will report back on youth wrestling status as soon as they start this winter. The Youth Lacrosse check has been deposited. The Youth Lacrosse bank account will be moved into the custody of the Stafford Springs Soccer Club at Stafford Savings Bank to preserve the funds for future use.
- 4.) **Old Business** –
 - a. **Disposition of youth lacrosse equipment, finances** – As noted above, an account will be created at Stafford Savings Bank to secure the funds for future use. As previously reported, all equipment is now stored in a storage unit at SHS. Todd provided a point of contact in Rockville which is where the high school lacrosse players participate in a co-op program.

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- b. American Rescue Plan Act commission update** – Two dozen AEDs were approved for purchase to support Stafford’s Heartsafe community status. This includes six for recreation venues including rugged secure storage containers for outdoor locations. Recreation Department status remains under consideration by the First Selectman. New building door locks were approved and are being installed shortly including at the Kealy Batting cage. This will improve the ability to control access to the building as people rotate through the program. Dave reported that there is an effort to improve Hyde Park safety especially at the end where the tennis courts are. Emanating from the proposed skateboard park project, a plan of action is relying on a more strategic future state plan for recreation venues.
- c. Plan of Conservation and Development (PoCD)** – Dave B. submitted information to Dave P. who included several points into a table called Tasks for Recreational Development in the PoCD. This table is included in the attached volunteer guide that Dave distributed at the volunteer fair.
- d. Major Improvements** – No changes
- e. Olympic Field STEAP grant activity update** – Project is underway and behind schedule. Basketball court surface and new hoops have been installed. Irrigation project is delayed waiting for new well to be drilled. The new playground is waiting for equipment supply chain and labor backlog to clear. Delays likely to extend into new calendar year.
- f. Disposition of StaffordSports.org** – New town website went live in July with a simple but serviceable page of links for Town Recreation. The StaffordSports.org domain name was retained and links directly to that page. Youth basketball just updated their web presence, and the new link is available.

5.) New Business:

- a. Youth Organizations report** – Jim Tantillo submitted a detailed inventory for baseball and softball and reviewed the material at length. The most up to date report is attached. Updates for soccer, football and basketball are included. Highlights from the baseball/softball review include a rise in enrollment, however not to pre-pandemic rates. And there are still many kids not participating in any organized sports. Two safety improvements were highlighted. Better lighting at the Kealy parking lots is needed. And several enhancements for handicapped accessibility are needed. Paved or smooth surface walkways from the parking lot to field spectator areas are sorely needed. And the rest rooms are not handicapped accessible. Dave asked Jim to research approximate costs for these projects. Another major highlight is the burden put on the primary volunteers to run these programs is becoming unwieldy. Dave pointed out that he is advocating for a formal Recreation Department that could tackle the overall administration for all our youth sports. This would be very well received and will likely be necessary for our programs to survive in the long run. The Commission thanks Jim for such a thorough report and review.

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b. Commission Membership – We continue to seek additional members for the Recreation Commission. The October Recreation Commission meeting was cancelled so Dave could staff a table at the town Volunteer Fair. While we haven't recruited any new members yet, several people have expressed some interest. And the presence at the fair was worth it. Dave has invited a few residents who have expressed some interest to join the calls to preview the proceedings and receive agenda and minutes. Our point of contact in the Parks department is now Tyler Hanna, replacing Ryan Dimanno who has moved to another position.

c. Update from Recreation Director (open) – Tabled until the Director position is filled.

6. Adjourn – Motion: Tom moved to adjourn meeting.

Second: Bill seconded the motion

Vote: The vote was unanimous, and the meeting was adjourned at 8:10 p.m.

Next meeting is Thursday December 1, 2022 at 6:30pm.

Respectfully Submitted

Dave Bachiochi, Acting Recording Secretary

11/04/2022
Date


Signature

Schedule of Regular Meetings for CY 2022 (1st Thursday except July and August):

Jan 6, Feb 3, Mar 3, Apr 7, May 5, Jun 2, Sep 1, Oct 6, Nov 3, Dec 1

Recreation Commission Youth Organizations (2022 edition)

Page 1 of 3	Baseball as of 10/28/2022	Softball as of 10/28/2022
President, Contact	Jim Tantillo (P)	JJ Martorelli (VP)
Primary playing season	April thru June July for All Stars, limited summer program Established Fall Program September-October	April thru June July for All Stars & Fall Ball Sept-Oct. No Summer Softball, Limited Fall Program
# participants & gender	~ 160 kids, mostly boys ages 8-15 and mixed boys/girls in Tball and grapefruit (+30 from 2021)	~82 girls (+21 from 2021) LL prohibits boys from playing softball. They offer boys SB as an alternative if interest dictates
Age ranges	4-16 (ages 4-7 includes girls)	6-16 1 st grade through 11 th grade
Location of games	Kealy Field, Jr/ Sr at Arute Field at SHS	Hyde Park, Kealy Field
Location of practices	Kealy field, West Stafford, & Kealy batting cages	Hyde Park, Kealy batting cages, SES, SMS
Registration fees	\$110 majors, \$100 minors \$120 -Jr; \$60 Tball, Gfruit; \$70 MnFall / \$80 Mn/ Fall, \$90 jr fall	\$60 rookies / \$110 mj, mn/ \$100 jr&sr - \$120 Fall Ball 1 mjrs - \$60
Nature of expenses	LL Charter \$4800 (Insurance, LL affiliation), Equipment & balls, Uniforms, First Aid; Tournament & Fall programs; \$35 to \$60-65 per game umpiring. Both BB/SB is around \$5,200. Fall is another round of uniforms (\$1,500) & ump (\$840) concession supplies on reg season. Off season heat (propane) in cage building – sometimes donated fill ups but Heaters are serviced every 2 years (currently due)	Equipment & Balls, Insurance, LL affiliation, Uniforms, First Aid, Food booth supplies (Umpires \$60/65 game, jr ump \$35) off season heat (propane) in cages. sometimes donated fill ups. Heaters are serviced every 2 years (currently due)
Affiliations	Little League International, District 12 – some seasonal play in D8, Juniors play season vs D8, Allstar in D12. Stafford has formally petitioned to move to CT District 8 for 2023 for both BB and SB	Little League International, District 12 with seasonal play in D8 and D12. Stafford has formally petitioned to move to CT District 8 for 2023 for both BB and SB
# volunteers for background check	15 Actual during season. Most of the number is made up of coaches per team - only a few (4/5) of the 15 handling multiple tasks – fund raising, game scheduling, equipment, uniforms, LL admin, etc. Closer to 60 when counting anyone needing a background check.	+/- 12 – most are coaching / asst coach – we are missing some admin help and SB specific help for Hyde. Its typically around 3 people for pre-season prep and scheduling
Risk management	Comprehensive safety plan through LL. Background checks administered by LL International; Safety Officer intro hands only CPR & AED training, first aid training; AED device at Kealy (not in 2021); video surveillance in/on batting cage building. Coach guideline communication; bathroom escort policy, 2 adult policy	Comprehensive safety plan through LL. Background checks administered by LL International; Safety Officer intro hands only CPR & AED training, first aid training; AED device at Kealy; (not in 2021) video surveillance in/on batting cage building. Coach guideline communication, bathroom escort policy & 2 adult policy
Fund Raising	Outfield Banners, Team sponsorships, Golf Tournament	Outfield Banners, Team sponsorships, Golf Tournament
Sponsorships	General donations, Team sponsorship, Outfield board,	General donations, Team sponsorship, Hyde Park banners
Challenges	Player Participation – Need to get more kids playing! volunteer participation (e.g. board spots, food booth), umpiring costs & availability FUND RAISING . Lighting - Parking Lots & concourse get dark early spring and fall play Handicap accessibility – Each year we get more questions from people trying to access fields with walkers/wheelchairs	Player Participation – Need to get more kids playing! volunteer participation (e.g. board spots, food booth), umpiring costs & availability FUND RAISING . Lighting - Parking Lots & concourse get dark early spring and fall play Handicap accessibility – Each year we get more questions from people trying to access fields with walkers/wheelchairs
Offseason activities	Fall baseball Sept - Nov; winter/spring clinics and strength / skills clinics	Fall offered; winter / spring clinics and strength / skills clinics
Equipment Suppliers	Bid process in February including Bluewave, Noveltees, Easton & BSN	Bid process including Bluewave, Noveltees, Easton, BSN
Online Registration? Online Payment?	Yes, to both. Self-managed through League Athletics StaffordctLittleLeague.com also includes online “store” and link to LL International. Also, historically a link from StaffordSports.org	Yes, to both. Self-managed through StaffordctLittleLeague.com also includes online “store” and link to LL International. link from StaffordSports.org
Scholarship / Reduced Fee Policy	Yes - Limited use. We always offer to work with anyone in financial difficulty from pay plans through full scholarship – there are typically a few each season.	Yes - Limited use. We always offer to work with anyone in financial difficulty from pay plans through full scholarship – there are typically a few each season.
Code of Conduct	Yes. Players, Coaches & Parents. Revamped in 2018. Separate code for cage facility. All Volunteers background Checked (kid/facility access)	Yes. Players & Coaches & Parents. Revamped in 2018. Separate code for cages. All Volunteers Background Checked (kid/facility access)
Apparel	None since 2018. - sent out Squad Locker from HS. Plans to create a league store through Noveltees (uniform vendor)	Nothing new since 2020. Plans to create a league store through Noveltees (uniform vendor)

Recreation Commission Youth Organizations (2022 edition)

Page 2 of 3	Football as of 11/3/2022	Soccer as of 10/4/2022												
President, Contacts	JJ Martorelli (Pres), Jessica Perry (Treasurer)	David Bachiochi, David Buchanan, Mike Richards												
Primary Playing season	Fall Preseason August 1 thru Thanksgiving	Late August thru early November												
# participants & gender	118 boys, 68 girls cheer Include players from Stafford, Somers, Willington, Monson, Hampden, Wales, Holland, MA	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td># Girls</td> <td>36+49</td> <td># Rec</td> <td>85</td> </tr> <tr> <td># Boys</td> <td>43+36</td> <td># Club</td> <td>79</td> </tr> <tr> <td>Total</td> <td>164</td> <td># Club teams</td> <td>7</td> </tr> </table>	# Girls	36+49	# Rec	85	# Boys	43+36	# Club	79	Total	164	# Club teams	7
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Total	164	# Club teams	7											
Age ranges	4-5 flag, 6-13 but not in high school	Ages 3-14, + HS summer league (19)												
Location of games	Olympic field (some improvements for 2018)	Stafford High and Stafford Middle												
Location of practices	Olympic field excluding game day playing surface (surrounding fence is burdensome)	Stafford High and Stafford Middle												
Registration fees	\$125/kid \$75/kid for flag	Recreation, Mini/Micro \$30; Intramural \$35. Club Travel, \$70 +uniform												
Nature of expenses	Equipment (~\$400/kid); helmet reconditioning Referees (\$990/home day = 4 games) \$5,000 insurance; \$4,700 league dues; \$900 building insurance; Food Booth equipment \$5,000	CJSA Affiliation fees (including background check), Referee fees. CJSA NE District League fees, T-shirts for Recreation, Equipment, Trophies												
Affiliations	NCFL, 14 teams	Connecticut Junior Soccer Association & United States Youth Soccer Association												
# volunteers for background check	25-30	34												
Risk management	NCFL site for Background checks - fee included in league dues; covers football and cheer activities Coaching Certifications; Concussion training; Sexual abuse awareness training	CJSA Background Checks (\$5); 2-year expiry SafeSport certification for concussion, Sexual Abuse & Harassment Awareness; NHFS lightning guidelines; Mandated Reporter status ALL volunteers												
Fund Raising	Cheesecake, Food Booth, Raffles	Varies. Photographer, Summer Camp, Merchandise sale, all minimal												
Sponsorships	Signs for sponsors; Platinum sponsors; Ad in program; Donations	None												
Challenges	Money – fully used equipment in 2013 \$400/kid in gear Reconditioning helmets annually largest expense	COVID RTP ; Keeping fees low and collecting all fees; Quality coaching; Registration logistics; Quality referees; Recruiting Volunteers												
Offseason activities	NONE, and no drama or tolerance for parent misbehavior including on social media	Winter Indoor Jan-Mar @ SHS gym Spring Club Travel NED (4-5 teams) + Micros Summer HS usually girls, late June - early Aug												
Equipment Suppliers	Stadium Systems (used by SHS) especially for helmets with concussion protection technology	Soccer & Beyond; Dick's discounts, Soccer.com goal club, Discount Trophy												
Online Registration?	Mandatory.	Yes, 100% register online via SportsConnect												
Online Payment?	Yes.	Yes, 100% pay online; no cash transactions												
Scholarship / Reduced Fee Policy	Some modest payment plans upon request. max family fee. Need to draft a policy. ~\$900 scholarship fund	About 4% on scholarship; Fee reduced to \$20 travel or \$10 recreation upon request; not widely publicized. Covers CJSA fee outlay.												
Code of Conduct	Players, Parents and Coaches sign code of conduct as well as a social media policy	Documented in CJSA Northeast District Rules of Competition for travel team coaches. Added Parent code of conduct in 2015												
Apparel	KandG Apparel	Yes, for families that purchase uniforms												

Recreation Commission Youth Organizations (2022 edition)

Page 3 of 3	Basketball as of 01/05/2020	Lacrosse as of 01/1/18, suspended operation since Covid	Wrestling
President, Contacts	Kevin Roy & Adam Murray Corey Bennett for 2022-23 season	Ed Meyer and Shannon Lovley Equipment stored at SHS trailer. Savings account created at Stafford Savings Heather Jasion is Rockville Lax contact Heather.VernonLax@gmail.com	Tracy & Eric Bartholomew Staffordyouthwrestling@gmail.com
Primary Playing season	Winter late November thru early March	Start March indoors. Regular season April 1 thru Mid-June	Winter
# participants & gender	190 recreation and travel (50 girls); 14 rec teams, 5 travel teams (3 boys, 2 girls) includes a few players from Union	68 in 2016	30
Age ranges	Ages 6-14 females and 6-13 males	Kindergarten thru HS except HS club	
Location of games	Stafford Middle School, West Stafford School, Stafford Elementary School	Olympic Park	Stafford High wrestling room
Location of practices	Stafford Middle, Stafford Elementary & West Stafford Schools	Gyms for March season. Middle School and Olympic for games and practices	Stafford High wrestling room
Registration fees	\$80 rec, \$50 for 6-year-olds, \$150 travel About 50% online registration	\$105 Bantam \$65 Lightning with full set of gear on loan \$110 juniors, \$115 seniors, to cover referees	
Nature of expenses	Custodial fees \$7,500 Uniforms; Referees \$90/game; end of season awards; basketballs, first aid kits, ice packs, pinnies, storage,	Uniforms, insurance, Somers tourney Referees, \$25/kid – 8 th grade, HS \$35 for insurance thru US Lacrosse League, supplies like balls and first aid, certifications clinics	
Affiliations	NCCTBL fee per team is approx \$170.00 per team, we have 3 boys teams and 2 girls teams this year. NEED MORE cover	US Lacrosse League, CT Valley YL, CT Valley Girls lacrosse	
# volunteers for background check	30	n/a	2
Risk management	Background checks (\$8 each) Environmental blood borne pathogen training	Code of conduct, Background Check, Concussion, Basic first aid, player safety, lightning guidelines, School use training. Level 1 training for coaches	
Fund Raising	Raffles, Business Sponsorships @\$150 / team, several donors affiliated with players	Transfer Station, clothing, accessories	
Sponsorships	Only as listed above	None as of now	
Challenges	Consistent staff of trained youth coaches. Consistent turnout for girls travel teams;	Cost of equipment, field maintenance was good, volunteers, coaches, and referees. Keeping cost to a minimum. Ref Pay system.	
Offseason activities	Preseason 3-week basketball camp at SMS plus casual summer pick up	None. Construct a wall at Olympic.	
Equipment Suppliers	Scotts Sports, Dicks Sporting Goods, Dinn Trophy	Sportstop.com, Dick's Sporting Goods, LeagueAthletics.com	
Online Registration? Online Payment?	Yes, Registration online Yes, Payment online	On-line www.staffordlax.org with cc, cash or check; plus in-person at town hall	
Scholarship / Reduced Fee Policy	Hot lunch recipients were allowed free or reduced fees. Maximum family cost for kids in travel program is two kids.	We do offer reduced fee half off for first year players and help for families that can't afford it.	
Code of Conduct		Use the US Lacrosse document for players parent and coaches.	
Apparel			