**FINAL MINUTES**

**Salem Parks and Recreation Commission**

**Minutes of Meeting**

**Date and Time: Tuesday, August 20, 2019 at 6:48 P.M.**

**Meeting Location: Dining Room, 401 Bridge St.**

**Members Present: Chris Burke, James Shea,**

**Debbie Amaral, Bob Callahan**

**Absent Amy Everitt**

**Also Present: Patricia O’Brien**

**Clerk: Kathleen Fitzgerald**

**Meeting Called to Order**

Debbie Amaral calls the meeting to order at 6:48 P.M.

**Old Business**

Approval of Minutes of the meeting on July 16, 2019. James Shea moves to approve, seconded by Bob Callahan, and unanimously passes.

First on the Agenda:

**Susan Lausier – North Shore Medical Center Cancer Walk** – This event is for the annual cancer walk which is in its 30th year. The event will take place at Salem Willows from 8:30 A.M. to 11:30 A.M. There are no changes from previous years.

James Shea motions to approve the event, seconded by Bob Callahan and passes unanimously.

Next:

**Roy Breckenridge – The Guiding Hand** – Mr. Breckenridge thanked the Commission for being able to hear him and read the brochures he brought about what he has been doing over the years in various communities.

He said that he had reached out to Doreen Wade for some kind of co-existing relationship. He advised that after the first year there was some dissension. He came here to clear his name and said that he would be representing himself. He stated that he has been doing basketball for three years and wants to continue to do it. It has been successful and there have been no problems. He advised that this year participation was low because of the heat. He stated that he wants to continue working with the kids and want to move forward with no problems and does not want to be under anybody else’s organization or structure as they have their own 501c.

James Shea stated that he went down to the Willows and that a tent was set up, kids were playing basketball and they were ready to go so he saw no problems. Bob Callahan said he would have heard if there were any problems and had not and stated that there have been no issues since Mr. Breckenridge has been running the event. He further stated that the only issue going is the conflict about who is going to be at the Willows utilizing the basketball court. He further stated that Mr. Breckenridge has done a great job and thought the program should continue.

James Shea asked Mr. Breckenridge if he had an application in yet and Debbie Amaral advised that the Board as not doing anything with applications now. She sated that she knew there were concerns and wanted to review things.

Roy Breckenridge advised that the program was a building process. Debbie Amaral asked how long the tournament lasted and what time they were done. Mr. Breckenridge sated that he had structured teams and the event ran from 9:00 A.M. to 4:00 P.M., but this year ended at 3:00 P.M. because of the heat.

Next:

**Doreen Wade, Salem United** -- Ms. Wade stated as follows: “I want to say that nobody could ever say that I have ever come into this meeting and said anything negative. Roy Breckenridge wanted to represent himself because of what was said on the telephone”. She went on to say that at first she was supposed to come to this meeting to discuss how the event went.

Debbie Amaral said to Ms. Wade that she had brought up several concerns about the day of the event, so the Board was here to talk about them.

Doreen Wade said she had some special things to request for next year and Debbie Amaral stated that there would be no talk about applications or permits.

Doreen Wade stated her concerns as follows. When they made the agreement, chairs and tables were supposed to be put out and electricity turned on. She said the person who takes care of the trees put out the chairs.

She said the electricity was not turned on. Apparently the timer was set for 7:00 A.M. but may have been tripped. James Shea asked her if she knew how to operate it and she said no. Mr. Shea that next year they would have someone show her how to work it.

Debbie Amaral advised that every other group set up their own tables and chairs. Doreen Wade advised for years they would tell what they wanted, and it would be taken care of. She said Mr. Whooley would get a list and would organize and fix everything. She advised that there was a problem with the electricity.

There was a discussion about trash and Doreen stated that they were not picking up the trash like they have in the past, and that they had to pick up their own trash. James Shea stated that that was a good thing for people to pick up after themselves and that the City provided full staffing that day as well as a 30 yard dumpster at the City’s expense.

Bob Callahan asked what time she started using electricity and Ms. Wade stated she did not know, but it was later than planned. She advised that she had to give out awards on the ground and it was not a pretty presentation and that she was embarrassed.

She further stated that first thing that morning she got a phone call from someone asking about placement of the trash can on the parade for water. She did not know the person’s name, nor could she find the message on her phone, but advised she would get the information to Trish O’Brien. Trish O’Brien stated that she needed to know the name of the person so she could have a conversation with them. Trish O’Brien further stated that there was no map on the application about how to set up, just the request for chairs themselves. She advised that the parade route had been changed so the placement of the barrel for water was addressed. Trish stated she was on the phone the day before the parade and sked Doreen about the change. The discussion was to put them straight down Fort Ave. halfway. In the future there should be a map and a plan “B” if the parade route is shortened.

Doreen Wade then stated the only other thing to discuss was the MOU as corrected by the Board Debbie Amaral stated that the Board was not ready to discuss it but did ask Ms. Wade if she had changed it again and she advised that there were a few changes.

Ms. Wade went on to further state to the Board that at no time had she ever come before this Board to complain about Roy Breckenridge and advised that the meeting Mr. Breckenridge referred to earlier was a meeting with the City.

Debbie Amaral stated that the City supported the event, but that some details needed to be ironed out and advised that there are ways to come together as a community.

Doreen Wade stated that she and members of her Board felt like they were put into something at the last meeting. Debbie Amaral said that the Board does not give blanket permits and that because you are using the Willows does not mean you get everything. It is not always a first come first served, and the Board has to make decisions. Trish O’Brien advised Doreen Wade that if the event has a history that that group may have a first right of refusal. For example, we always have that date reserved for the Black Picnic.

Bob Callahan advised the group that the Board likes to know if there were any problems after a scheduled event, and also appreciates knowing the good things that went on at the event.

Doreen wade asked if anyone else from Salem United wanted to speak.

Neil Sicard stated he thought having a Plan”B” was a good idea. He said the route they took for the parade this year brought out a lot of residents who gave the participants water and that a lot of people by Dead Horse Beach were cheering. There was a lot of good feedback. He also stated that ending behind the arcade made it more organized. He stated that next year they were going to have walkie talkies to make communication better. He advised that there was some negative feedback because of the start time and that they are trying to make this into a large professional and positive event. He further stated that Salem United understands how much the City puts out for security, etc. and that Salem United wants to give back to the City and is looking into donations.

Doreen Wade inquired about the height of the shell at the Willows and stated Salem United was trying to get a sponsor to donate an inflatable shade to go over the shell. Trish O’Brien advised that the Building Department could get involved. Debbie Amaral advised that they should definitely check with the Building Department regarding a flame-retardant tent and tie-downs.

James Shea asked if they had a bouncy house at the event and advised that a certificate of insurance was needed when one is set up. Doreen Wade advised that D.W. Remax supplied the bouncy house. A Certificate of Insurance is still needed.

James Shea went on to say to Neil Sicard that the City contributes $7,400.00 toward the Black Picnic and cannot continue to escalate. He stated that the City was going out of their way and that demands cannot keep being made.

Doreen Wade stated that they were told to request what they wanted. James Shea said that in the future if everyone could coordinate and work together that would be great and everything would work a lot better.

Doreen Wade advised that they now had an entertainment committee taking care of the bandstand and said she would have one of the committee members check in throughout the year.

James Shea asked what was done with the money raised and Doreen Wade said it depended on how much money was raised. She advised that as Neil stated, they want to give back to the City and that 90% of the vendors at the event were non-profits so were not charged.

Councilman McCarthy spoke and stated that no one has an issue in the neighborhood except occasionally parking. He also wanted to make a statement concerning the “touch a truck”. He advised that first responders were there, and no one knew about it. They cordoned off an area where the bouncy house was so parking was limited. They sectioned off a portion of Ft. Avenue and the parking lot so on a Friday night in the middle of the summer parking was closed off to people going to the arcade.

Doreen Wade stated that the bouncy house was way past the basketball courts and that the first responders were near restaurant row. Councilman McCarthy advised that orange cones were put up on Ft. Avenue and that more communication was needed. He suggested that if Doreen Wade is the point person, there should be one go to person she deals with because people are interacting with people who don’t know what the plan is. Doreen Wade said in the future they will have an extra point person to work with the police department.

There was then a discussion about electricity. Joe Candelaria from the Park & Rec Department advised that he was at the Willows at 7:00 A.M. on the day of the picnic and set the timer and then at 8:00 A.M. manually turned on the outlet. He advised that there is a safety issue. If too much electricity is being drawn and if it trips out, there is a reset button which must be hit.

Doreen Wade advised that there was a policeman who walked over and said the electricity was not on. Joe Candelaria advised that the policeman probably did not know about the reset button. Doreen Wade asked if there could be some kind of training before July and Joe Candelaria stated that he sets it and the only thing to worry about is if it trips is to press the reset button.

There was a discussion about the podium. The podium is battery operated and did not have a plug. It just needed to be switched on.

Bob Callahan advised that at any big event where a permit was issued, there has to be a point person known to the police department and DPW and the city has a point person. Doreen Wade stated that she liked that but one issue she had was that three from her group walked around to make sure everything went well and saw a half inflated bouncy house from another group and told them that they couldn’t set it up.

James shea advised that if someone put a bouncy house up illegally, she can’t be telling them what to do.

Debbie Amaral went on to state that they were running a big event with a lot of liability and that everyone was working together to come up with solutions for next year. Doreen Wade asked if it had nothing to do with her that she was not responsible, right.

Debbie Amaral said next year there would be a point person and Ms. Wade stated that she had gone to the policeman who said he would handle it. Bob Callahan reiterated that this is why a point person was needed to deal with these types of things.

Next:

**Dianais Abrego** -- Requesting a permit because he will be playing the guitar at a wedding on October 19th at the Willows Shell and needs amplification.

Bob Callahan motions to approve, seconded by James Shea and passes unanimously.

**Francisco Burgess, Casa De Oracion** -- He is requesting a permit for amplification for Sundays from 1:00 P.M. to 3:00 P.M. at Mary Jane Lee Playground for singing and motivational talks geared to the Spanish community. He is requesting this from August 4th through September 29th.

Bob Callahan advised Mr. Burgess that if there were complaints and the police were called they would be asked to turn down the amplification and then shut them down if they did not comply. He also asked how many people came to the event and Mr. Burgess stated 35-45.

Chris Burke stated that it appears to him that they were using this park every Sunday for two months and that Mary Jane Lee Playground was a summer park and inquired about going to another park. Mr. Burgess said if another park was available they would use it. James Shea said he would agree to the permit if they were to go to a larger park, i.e. Palmer Cove as Mary Jane Lee Playground was very small, and any amplification might disturb the neighbors since the houses were so close together.

Mr. Burgess advised that the reason they were requesting amplification was because the neighbors say the services were great but that they could not hear. In the past they used electricity from the neighbors.

Debbie Amaral advised that they could run into problems with decibels of amplification at Mary Jane Lee Playground and suggested Mr. Burges amend his application for Palmer Cover.

Bob Callahan makes a motion to approve the event until September 29th with the understanding that if there are any issues, the police department has the authority to shut them down immediately. James Shea seconds and passes unanimously.

Next:

**Brian Pellinen, Montserrat College of Art – Crossing Waters Event** – He stated that the intent of this event was to bring the arts to two cities – Beverly and Salem. He advised that the bridge would be illuminated from September 7th through the 14th and that the goal for the course of the week was to bring 1,000 people to take advantage of the festival.

There was a discussion about the food trucks and how they could impact the local businesses and Mr. Pellinen advised that there would only be food trucks on two Saturdays.

Debbie Amaral asked if they had all the permits and Mr. Pellinen advised they would be seeking alcohol and food permits as soon as the event was approved by the Park & Rec Commission. He also advised that they would take care of the trash and porta potties and that the event would bring more people that have an opportunity to go to the 99 or Bill & Bob’s.

James Shea motions to approved, Bob Callahan seconds and it passes unanimously.

Next:

**Flora Tonthat, Bridge Street Neck Neighborhood Association** --- Requesting a permit for Party on the Bridge Event on September 7, 2019 from 2:30 P.M. to 9:00 P.M. she advised that there would be local dancers, bands and a DJ at Redmond Park.

Chris Burke makes a motion to approve the event, James Shea seconds, and it passes unanimously.

**New Business**:

Beth Renard, City solicitor, City of Salem – Ms. Renard advised that she was coming before the Commission to get authorization for the City through Park & Rec to enter into an agreement with the EPA to come to Mansell Park to put up a trailer in the next couple of weeks. Trailers and workers would be there cleaning up the soil.

Debbie Amaral advised that the cheerleaders would have to be relocated but asked if the football players would have to relocate as well. Trish O’Brien advised that they would have to be relocated since they cannot use contaminated areas and stated that her only concern was that the basketball area was brand new and they did not want any damage.

Beth Renard said she would find out where they would be doing additional testing. Bob Callahan asked it the basketball court could be surrounded by a tent so it could be used while the work was going on.

Beth Renard stated again that she was looking for authorization for the right to enter into an agreement and to sign the agreement.

James Shea motion to approve, Bob Callahan seconds and it passes unanimously.

Trish O’Brien presented a letter she had drafted regarding raising parking rates at the Willows and asked the Board for any comments.

Next meeting – Tuesday September 17, 2019.

A motion to adjourn is made by James Shea, seconded by Bob Callahan and unanimously passes.

The meeting ended at 8:20 P.M.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk