**FINAL**

**Salem Parks and Recreation Commission**

**Minutes of Meeting**

**Date and Time: Tuesday, March 16, 2021 at 6:45 P.M.**

**Meeting Location: Via Zoom**

**Members Present: Debbie Amaral, James Shea,**

 **Bob Callahan, Amy Everitt**

**Also Present: Patricia O’Brien**

**Clerk: Kathleen Fitzgerald**

**Meeting Called to Order**

Debbie Amaral called the meeting to order at 6:45 P.M. She welcomed everyone to Zoom and stated that the Board would approve the Minutes from the September 15, 2020 meeting and then the public would have a chance to speak for a maximum of three minutes. The Park & Rec Commission would ask questions first and the public would need to raise their hand and be recognized to speak. Debbie advised that when the Commission votes, there must be a roll call.

Amy Everitt makes a motion to approve the February Minutes. James Shea seconds. Roll call was then taken, and the Minutes were unanimously approved.

First on the Agenda:

**Patti Kelleher, City of Salem Planning Department/Preservation** – Stated that the Salem Historical Society paid for and created a sign several years ago honoring the original location of Nathaniel Hawthorne’s birthplace. They are now searching for a new home for it. She stated they would like permission to move the sign to the City owned park on Hawthorne Boulevard and Derby Street.

James Shea makes a motion to approve, Bob Callahan seconds. Roll call was taken and unanimously approved.

Bob Callahan questioned whether this was a park or Salem open space. Trish O’Brien said she had had a discussion with Beth Renard and the strip of land up above where the Vet sign is park land. Trish O’Brien asked that Patti be sure that it be installed according to ADA recommendations.

Next:

**David Smith and Patty McLeod, Sail Salem** – Debbie Amaral stated that she was on the Advisory Board and that David Smith and Patty McLeod were here to discuss the upcoming summer.

Mr. Smith advised that the program last year was capped at 60 kids from 46 families. 45% of the kids came from Salem, 17% from Beverly, 11% from Marblehead and the rest scattered communities. He stated there was an even split between males and females. Financial aid was given to 60% of Salem families and no one was turned away for financial aid.

He said they are planning for a Phase III opening which allows more kids into the boats and that registration will open shortly. He advised that they were working with the schools to vet kids that are impacted, i.e. homeless, hungry, or both and would provide transportation to Winter Island. He said there would also be an early drop off and late pick up. He said they would feed the kids breakfast, lunch, and snacks and on Fridays would send them home with a backpack of food. He advised that Patty was working with teachers regarding an outreach program.

He advised that the Board has expanded substantially and that after Covid they hope to have more fundraising. He also advised that they have a Spanish speaking instructor (not sailor) to do stem projects.

Amy Everitt asked Mr. Smith to be in touch with her as she might be able to get someone from the language department at SSU to possibly do an internship.

Amy Everitt makes a motion to approve using Winter Island, James Shea second. Roll call was taken and passes unanimously.

Next:

**Ashley Steeves, Wild Fish Open Water Swim** -- This request is for an event on August 7, 2021 for the annual swim at Collins Cove. Ms. Steeves advised this will be a quick event and controlled and would end about 1:00 P.M.

Trish O’Brien stated that while she supports all B&S Fitness events, there were some complaints about amplification last year and screaming into the microphones. Ms. Steeves said she would attend to that and that there were discussions about no MC this year.

Debbie Amaral stated that having an MC for people in the water was a bad idea. She further advised that even with approval tonight by the Commission, regarding Covid, they would have to abide by State and City regulations and advised to check in a couple of weeks before the event.

Bob Callahan makes a motion to tentatively approve the event with the caveat that announcements during the swim would not be allowed and based upon State and City regulations concerning Covid at the time of the event. Amy Everitt seconds. Roll call is taken and passes unanimously.

Ms. Steeves was advised to check in a couple of weeks before the event.

Next:

**Ashley Steeves, Devils Chase, Creepy Clown Road Race** -- This request is for an event to take place on October 23, 2021 at the Willows. She advised the event would start at 8:00 A.M. and that nothing has changed from prior years. There would be no amplification before 8:00 A.M.

**Councilman Robert McCarthy**: -- He stated that he gave a lot of credit for reserving some dates, but as rules governing road races open up, everyone is going to be vying for dates and there can’t be road races every weekend., He stated that until we know how all of this will shake out, there is a lot involved for October dates. He said he would caution the Commission about giving out slots in advance and then there would be too many over the summer and fall months. He also stated that amplification needed to be cautionary.

Bob Callahan advised that the Commission only okays the use of the Parks. The City Council okays the road races.

James Shea asked if there were road races in October. Ms. Steeves said yes. She advised that the Black Cat was usually in March and the Wicked Half usually in September, but they were hoping to combine them and hold it at Shetland Park.

Bob Callahan makes a motion to tentatively approve the event based upon State and City regulations concerning Covid at the time of the event. Amy Everitt seconds. Roll is taken and it passes unanimously.

Ms. Steeves was advised to check in a couple of weeks before the event.

Next:

**Jose Espinal, P2P Basketball League** – This request is for use of Palmer Cove on Wednesday/Friday from July 1, 2021 though August 14, 2021 and for amplified sound.

James Shea asked if they had amplified sound in the past. Mr. Espinal said yes. Mr. Shea stated that 10:00 P.M. was too late for amplification. Mr. Espinal said amplification would be between 6:00-8:00 P.M.

Trish O’Brien stated she wanted to compliment Mr. Espinal for doing a great job with the kinds in the Point and that he was very respectful and teaches the kids to clean up after themselves.

James Shea makes a motion to tentatively approve the event based upon State and City regulations concerning Covid at the time of the event. Amy Everitt seconds. Roll call is taken and passes unanimously.

Mr. Espinal was advised to check in a couple of weeks before the event.

Next:

**Tom Mistretta, Wicked Running Club** -- This request is for use of the Salem Common on Friday, July 16, 2021 from 7:00 P.M. to 9:30 P.M. This is their 10th anniversary.

Mr. Mistretta was advised that they would have to abide by State and City regulations concerning Covid at the time of the event and to check in a couple of weeks before the event.

Amy Everitt makes a motion to tentatively approve the event based upon State and City regulations concerning Covid at the time of the event. James Shea seconds. Roll call is taken, and it passes unanimously.

Mr. Mistretta was advised to check in a couple of weeks before the event.

Next:

**North Shore Childrens Theatre, Nicole Poirier** – This request is for use of the Willows Hatch Shell on June 18, 2021 from 5:00 P.M. to 9:00 P.M., June 19, 2021 from 1:00 P.M. to 9:00 P.M. and June 20, 2021 from 1:00 P.M. to 5:00 P.M. Ms. Poirier advised that they would have 2 performances each day and that one of the requested dates was just in case of rain.

Debbie Amaral asked if there were any issues last year and Trish O’Brien advised there were no complaints.

Bob Callahan makes a motion to tentatively approve the event based upon State and City regulations concerning Covid at the time of the event. James Shea seconds. Roll call is taken, and it passes unanimously.

Mr. Poirier was advised to check in a couple of weeks before the event.

**New Business**:

**Winter Island Function Hall** – Money has been invested and used to upgrade the ramp, railing, deck, fireplace, and painted the bathroom. Dave Gilbert advised that the Hall looked so much better and it was suggested that the rental rates could be raised without losing business as many people think it is an affordable venue. The current rate for Salem residents is $300.00 for 6 hours. The non-resident rate is $450.00 for 6 hours. It was suggested that the in-season (May through September) rate for Saturdays and Sundays could be increased to $400.00 for Salem residents and the rate for Mondays-Fridays could be increased to $350.00. The rate for non-residents would be $500.00 for Saturdays and Sundays, and $475.00 for Mondays through Fridays.

Trish O’Brien advised that the hourly rate over 6 hours was also discussed. It is currently $50.00 per hour.

Bob Callahan asked if we provided clean-up. Dave Gilbert said his crew cleans up. James Shea suggested having a $100.00 bond posted and if they cleaned up, they got it back.

James Shea asked how much was spent on the project and Trish O’Brien said $90,000.00 in the last couple of years. Mr. Shea then asked how much was brought in for a year. Dave Gilbert advised he needed to break it down from other Winter Island items.

Trish O’Brien stated that with all the upgrades we now had more opportunities to market the function hall to businesses.

James Shea asked if people using the function hall paid for parking and Dave Gilbert said they did not. Mr. Shea stated that there needed to be a balance with the rental of the function hall and parking charge and said if we were not making money, something was wrong. Amy Everitt said she preferred to keep parking with the rental of the function hall and Debbie Amaral suggested capping.

James Shea asked about contact information for caterers if businesses were renting out the function hall and Debbie Amaral suggested a list of different caterers could be obtained.

Amy Everitt said she would like to see a separate Friday night rental fee.

Trish O’Brien asked Dave Gilbert if before Covid he had to turn cars away when there was a function at the function hall or pavilion. Mr. Gilbert said no, but it was really challenging if there was a Saturday function and a great weather beach day. Amy Everitt said there would be a challenge adding a parking fee and then guaranteeing there was a parking space. Dave Gilbert said they could keep track at the gate and then charge accordingly.

Bob Callahan suggested a meeting with Trish O’Brien, Dave Gilbert, and Joe Candelaria to set up a plan and return to the April Board Meeting with suggestions/recommendations.

Debbie Amaral said when we think about this dilemma, we need to think about the new space at the Forest River pool because there will be the same concerns with parking, etc.

James Shea said he found it hard to believe that Mr. Gilbert was not taking reservations. Mr. Gilbert said once everyone got vaccinated, he thought people would want to go out. Trish O’Brien advised they were taking names and tentative reservations for events, but advising it depended upon phase openings.

It was decided to table this matter until the April Board Meeting.

Next:

**Parking Stickers**:

There was a lengthy discussion concerning sticker prices and meter prices. Last year 2,839 parking stickers were sold to Salem residents for $28,390.00 and 33 non-resident tickets were sold for $3,300.00 for a total revenue of $31,690.00.

James Shea asked about the projection for Forest River. Trish O’Brien advised they were still shooting for July for the pool and bath house. James Shea stated there would be a big challenge regarding parking with little league games in the summer and asked how many spaces there would be at Forest River. Trish O’Brien said she would find out.

Debbie Amaral makes a motion to increase Salem resident sticker price to $25.00. Bob Callahan seconds. Roll call is taken, and it passes unanimously.

Sticker would include Forest River, Winter Island, Kernwood Marina, and the Willows. Trish O’Brien advised this does not include the road in front of the restaurants on Restaurant Row in the Willows nor the current metered spaces.

James Shea suggested someone from Park & Rec having a meeting with the restaurants along Restaurant Row to encourage their staff not to park without paying for the meters.

Bob Callahan makes a motion to increase the non-resident sticker price from $100.00 to $150.00. James Shea seconds. Roll call is taken, and it passes unanimously,

**Superintendent’s Report**:

**Forest River Update**: Trish O’Brien advised they were down to re-piping the new bath house and were waiting for a couple of things regarding engineering. She advised they would move pretty quickly in the next few months. She further advised that the new function room would be beautiful. Trish advised she would not be applying for any more CPA funds.

Councilman Dominquez stated he supported this project for the community.

**Golf Course**: CPA applications due on March 26th and will be putting in for funding for Phase II. Trish O’Brien advised she has applied for capital funds so hopefully there will be a 50/50 match. She stated that spring clean-up has been done and a new storage container has been ordered.

Trish O’Brien advised that the Finance Director was leaving and the City would be advertising for that position.

Bob Callahan asked Dave Gilbert if there was anything else concerning Winter Island that the Board needed to be aware of. He wanted to confirm the daily parking fee of $10.00 and weekend fee of $15.00. Bob Callahan asked Trish O’Brien is that was fair, and Trish O’Brien said yes.

A motion to adjourn is made by James Shea, seconded by Bob Callahan. Roll call was then taken, and unanimously passes.

The meeting ended at 8:40 P.M.

Next meeting – Tuesday, April 20, 2021, via Zoom.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk