**FINAL**

**Salem Parks and Recreation Commission**

**Minutes of Meeting**

**Date and Time: Tuesday, April 20, 2021, 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**

Amy Everitt 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. Amy advised that when the Commission votes, there must be a roll call.

Bob Callahan makes a motion to approve the March Minutes. James Shea seconds. Roll call was then taken, and the Minutes were unanimously approved.

First on the Agenda:

**Yamily Byas, Mama’s Unides** – This request is for use of the Salem Common on May 22, 2021 from 10:00 A.M. to 12:00 P.M. for a Zumba class for moms. There will be a motivational speaker and amplification is requested.

Bob Callahan advised that amplification must be reasonable particularly because it is on a Sunday morning. Mr. Callahan advised that if the amplification becomes unreasonable, they will be requested to turn the sound down.

Debbie Amaral stated that there are restrictions by the City concerning Zumba. Trish O’Brien advised that masks are required in all City parks and participants must be 6 feet apart.

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 passes unanimously.

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

Next:

**Angela Ruzza, Lisa’s Dance Studio** – This request is for a dance recital at the Salem Willows Shell on June 13, 2021 from 9:00 A.M. to 5:00 P.M. They are requesting a 9:00 A.M. set-up to have a floor installed over the cement and to set up a tent. The recital will start at 2:00 P.M. with amplified music. Trish O’Brien advised that if the tent was larger than 10x10 it must be approved by the Building Department.

Bob Callahan asked what size tent they were thinking about. Ms. Ruzza said 10x12 was too small and would like the tent to be 20x20.

Trish O’Brien advised that the application stated 12x12. Ms. Ruzza said she wanted to stick with 12x12 if possible, but she needed to measure it out.

Trish O’Brien asked if Ms. Ruzza had insurance. Ms. Ruzza said yes and would get Ms. O’Brien a Certificate of Insurance.

Bob Callahan asked if there would be any vendors. Ms. Ruzza said no. Mr. Callahan then asked if anyone in the park could observe the event and Ms. Ruzza said yes.

Debbie Amaral stated that there are outside gathering limits and Covid restrictions must be followed. Ms. Ruzza said her students will be wearing masks when performing.

Amy Everitt advised that Ms. Ruzza work with Trish O’Brien regarding vehicles loading and unloading. Ms. Ruzza said she wanted to get all vehicles out by 11:00 A.M.

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

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

Next:

**Joshua Bornstein, Dragonfly Recordings** -- They are requesting an event at the Salem Willows Shell on August 7, 2021 from 6:00 P.M. to 10:00 P.M. with a rain date on August 8, 2021. It will be an artist showcase and electronic music.

Bob Callahan questioned electronic music. Mr. Bornstein said it would be dance music and nothing inappropriate – just feel good music. Bob Callahan then asked if it would be individual DJ’s playing music and Mr. Bornstein said yes.

James Shea said he was concerned about ending at 10:00 P.M. Amy Everitt said a couple of people had reached out to her because they felt 10:00 P.M. was late. James Shea suggested possibly starting an hour earlier and ending at 9:00 P.M. Mr. Bornstein agreed.

**Councilman McCarthy** stated that the issue had come up that if there is an event with amplification, it needs to be consistent; i.e. Saturday night ending time and Sunday night ending time with Sunday ending time being a little bit earlier. He stated that the neighbors would like to see consistency across the board.

Bob Callahan stated that particularly with the Salem Jazz & Soul Festival, they could end a bit earlier. He further stated that Mr. Bornstein’s event was a one time event and he thought 5:00-9:00 P.M. was a reasonable ending time on a Saturday night in the summer.

James Shea said he agreed with Bob Callahan and Councilman McCarthy that on Sundays end times should be 8:00 P.M.

Amy Everitt stated that on Mr. Bornstein’s application he is requesting a rain date of August 8, 2021 and it should be from 4:00 P.M. to 8:00 P.M. James Shea and Bob Callahan agreed.

**Eric Nowak, 19 Columbus Circle** --- stated he appreciated ending at 9:00 P.M. on Fridays and Saturdays and 8:00 P.M. on Sundays. He further stated that the noise level carries through the neighborhood. He asked if there was any restriction on decibel level of noise. Amy Everitt advised that they work with Trish O’Brien on that.

Trish O’Brien asked Mr. Bornstein if he had a tester or decibel limits. Mr. Bornstein stated he would look into that.

Trish O’Brien questioned the number of participants. Mr. Bornstein stated between 50-75 people which included staff, DJ’s and friends and family.

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

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

Next:

**Word International, Raheel Rizvi** – This request is for an event on August 14and 15, 2021 on the Common. Set-up time would be 9:00 A.M. and end time 4:00 P.M. with break-down until 5:00 P.M. There would be amplification for gospel music. Mr. Rizvi said they would be distributing 500 backpacks to the community.

James Shea asked why Mr. Rizvi needed two days. Mr. Rizvi stated one day would be for gospel music, and one day to distribute backpacks. He advised that if 500 backpacks were not distributed, the remaining backpacks would be donated to schools.

Debbie Amaral asked what would be in the backpacks and Mr. Rizvi stated school supplies and bibles.

James Shea asked Trish O’Brien if it was unusual to have an event like this for 2 days and asked how Mr. Rizvi was going to get 500 kids to the Common.

Bob Callahan asked if there would be speakers and Mr. Rizvi stated there would be.

Amy Everitt stated she thought it was a great idea distributing backpacks, but 2 days on the Common was a concern. She asked what the rest of the Board thought.

Bob Callahan stated that if planned for Saturday, with a rain date on Sunday he thought that was okay. He further stated that if they worked with Trish O’Brien and Joe Candelaria, they probably could arrange on Saturday for 10:00 A.M. to 12:00 P.M. for amplification; 12:00 P.M. to 1:00 P.M. for distribution of backpacks, and 1:30 P.M. to 3:00 P.M. for amplification again.

**Councilman Domingo Dominquez** – Stated that if amplification could be worked out, he thought it was a great idea to get the community involved. He suggested working something out for one day with amplification, and one day for distribution of backpacks with no amplification. Mr. Rizvi said that sounded great and was doable for him. Rain date would be August 15th.

Bob Callahan asked if they would need the entire day on Sunday and Mr. Rizvi stated 4-5 hours on Sunday would be okay.

James Shea stated that if it went to the rain date, it would only be a one day event and that they would not expect to come back on Monday to distribute backpacks. Mr. Rizvi stated they would do whatever the Board decided.

Bob Callahan makes a motion to tentatively approve the event based upon State and City regulations concerning Covid at the time of the event for Saturday, August 14th from 9:00 A.M. to 4:00 P.M. with breakdown concluded by 5:00 P.M. and amplification within reasonable limits. In addition, he recommended approving Sunday, August 15th for the distribution of backpacks only with no amplification, no music, and no speeches. Amy Everitt seconds. Roll call is taken and it passes unanimously.

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

Next:

**Hope Watt-Bucci, North Shore Pride Festival and Parade** – This request is for an event on September 18, 2021 with set-up time of 7:00 A.M., amplification at 1100 A.M. and parade at noon getting to the Common around 12:45 P.M. Amplification would end by 4:00 P.M. She advised it would be the same route as prior years. It is estimated that 10,000 people would attend.

James Shea asked if this event was the same as the past 5-6 years. Trish O’Brien stated it was with a different date than prior years. Mr. Shea further asked if there had been any complaints and Trish O’Brien stated there had never been complaints.

Ms. Watt-Bucci advised there would be vendors as well and would work with the City on that. She also stated she was realistic that this event may or may not happen.

Trish O’Brien asked Ms. Watt-Bucci about the tent size. She stated the application said 10x10. Ms. Watt-Bucci said a 24’ foot tent would be the alcohol tent and stated she knew she had to get approval from the Fire and Police Departments.

Amy Everitt stated Ms. Watt-Bucci was an eternal optimist and questioned how to limit the number of people or to come up with a Plan B and follow restrictions. Ms. Watt-Bucci stated that the Board of North Shore Pride was very conscientious and would keep an eye on this and would do what the City deems appropriate.

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 passes unanimously.

Ms. Watt-Bucci was advised to check-in a couple of weeks before the event.

Next:

**Carol Meyer, Salem YMCA Witch City 5K** – This request if for an event on October 16, 2021 at Salem Willows and Camp Naumkeag. She stated that there were no changes from prior years and that she understood the parameters of Covid. She advised in past years there had been approximately 600 participants but that they would have to look at every race as it came up.

Trish O’Brien asked if Camp Naumkeag was a new addition. Ms. Meyer’s advised that in 2019 they had it for the after party.

Trish O’Brien advised Ms. Meyer that port-a-potties would be required because there were no bathrooms. Ms. Meyer stated ok.

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

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

Debbie Amaral stated she needed to let Ms. Meyer and the Board know that she had worked at the Salem YMCA.

Old Business:

Rate Fees – Trish O’Brien stated that there would be an increase to use the Function Hall at Winter Island as follows”

* $400.00 on Saturdays, Sundays and holidays
* $100.00 on Mondays through Thursdays
* Non-resident fee would increase by $150.00 on Saturdays, Sundays and holidays
* Non-resident fee would increase $100.00 on Mondays through Thursday.  
    
  There was a discussion about parking for the Function Hall and Trish O’Brien advised that Dave Gilbert felt confident he could handle parking behind the Function Hall without taking away any beach parking.

Off season rates would be $50.00 on Saturdays, Sundays and holidays for residents, $125.00 for non-residents on Saturdays, Sundays and holidays and $100.00 for non-residents Mondays through Thursdays.

Bob Callahan asked Trish O’Brien if she was comfortable with these numbers. Trish O’Brien said she thought it was a fair increase since there had been no increases in a long time.

Bob Callahan makes a motion to approve the rate increase. Debbie Amaral seconds. Roll call is taken and passes unanimously.

Parking Spaces – Trish O’Brien advised she had not heard back from Dave regarding the number of parking spaces at Forest River.

Parking Stickers: Debbie Amaral suggested asking the Mayor to give permission to use parking meters downtown if you had a parking sticker. She said funds go into the General Fund and it would be a nice benefit. Trish O’Brien advised that the stickers said Park & Rec.

Bob Callahan stated that regarding stickers, he had been down to Forest River and the Willows and part of the reason with raising sticker prices was because of the way parking was going to be built. He further stated that he did not see Forest River or the Willows being ready this summer and suggested holding off on the increase until May 2022 and asked for discussion on this.

Amy Everitt stated the increase was supposed to take place a year ago and thought the sticker price should increase. She further stated that Salem was on the low end of resident stickers. Trish O’Brien stated that Salem was extremely low on sticker prices and that the City had put a lot of money into the Willows and Forest River. She further stated that the pool at Forest River should be open in July.

Trish O’Brien further stated that it had been two years since resident sticker prices were supposed to be $20.00 and stayed at $10.00.

**Witchwood Tours** – Trish O’Brien reminded the Board that Euni Morrow had come before the Board to ask for permission to conduct tours through the Salem Woods. She stated that the Board had addressed everything and asked Ms. Morrow to get back to them. She stated it had come to her attention that she is conducting tours on the weekend without permission. Trish O’Brien sent Ms. Morrow an email in April and then sent her another email and has had no response.

Ms. O’Brien said that upon the Board’s consideration or recommendation she would like to reach out to Beth Rinard to send a “cease and desist” letter.

Amy Everitt asked if there was confirmation that Ms. Morrow was actually conducting tours. Ms. O’Brien stated that she had had a staff member ask her about the tours and Ms. Morrow gave the staff person her card.

Debbie Amaral asked where they were parking and Trish O’Brien advised at the golf course before April 1st.

Amy Everitt stated that the Board had been very clear that Ms. Morrow needed to come back before the Board regarding these tours.

James Shea stated Ms. Morrow was conducting tours without the Board’s permission and suggested sending a police officer to the Salem Woods to ask her to vacate the property.

Bob Callahan suggested a police officer and someone from Park & Rec needed to be present to explain to Ms. Morrow how she was in violation of conducting tours.

James Shea asked if she had a license from the City of Salem. He further stated that if she did have a license from the City of Salem and was in jeopardy of losing it, she might be concerned.

Bob Callahan and Amy Everitt suggested sending a “cease and desist” letter certified mail, return receipt requested. Trish O’Brien said she would take with Beth Rinard about sending this.

James Shea asked if a Motion was needed and Trish O’Brien said she thought she could do it without a Motion.

**New Business**:

Bob Callahan has been representing the Board with Dave Kutanowsky regarding the Willows rates. New times and rates will be posted very clearly on signs at the Willows and also given to those in control at the Parking Department. Bob Callahan advised that Dave would be supplying the Board with rates agreed upon and that everyone was on the same page concerning this.

Debbie Amaral stated she thought it was fantastic from where the Board was two years ago.

Trish O’Brien advised that the Mayor had reached out to her regarding James Shea continuing to serve on the Board. Mr. Shea stated he would think about it and get back to her.

Amy Everitt asked if there was any word on the vacant seat on the Board. Trish O’Brien said she would have to remind the Mayor again and stated the Mayor wanted some diversity on the Board.

Bob Callahan asked for an update on Community Preservation money. He was advised that two were ranked high – Camp Naumkeag and the Willows.

Trish O’Brien advised that she had applied for CPI funds for the golf course cart paths and then Phase II could be completed.

James Shea asked what the number was for the golf course paths and Trish O’Brien stated $450,000.00.

Trish O’Brien advised there were no financials and that there may not be any for a couple of months because of the transitions in the Finance Department.

Bob Callahan makes a motion to adjourn. Debbie Amaral seconds.

The meeting ended at 8:10 P.M.

Next meeting – Tuesday, May18, 2021, via Zoom.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk