

DRAFT
Salem Parks and Recreation Commission
Minutes of Meeting

Date and Time: Tuesday June 21, 2022, at 6:45 p.m.

Location: Via Zoom

Members Present: Chair, Amy Everett, Deborah Amaral, Bob Callahan,
James Shea,

Members Absent: None

Also Present: Patricia O'Brien

Clerk: Eileen Sacco

Meeting Called to Order

Amy Everitt called the meeting to order at 6:45 p.m. and reads legal notice as follows:

Notice: Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20 and the Governor's March 15, 2020, Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Park and Recreation Commission will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the city's website, at www.salem.com.

Approval of Minutes May 2022

Bob Callahan moved to approve the minutes of May 2022 meeting. James Shea seconded the motion. The motion carried 4-0.

Visitors and Requests:

Cynthia Hudson – NE Vendor Events Permit for the Use of Salem Common July 9, 2022-10 a.m.- 6 p.m

Ms. Hudson explained that they are requesting to use the Salem Common on July 9, 2022, for a craft fair. She explained that they will be setting up vendor tents. She also stated that they will be having activities for children.

Ms. Hudson explained that they are aware of the \$25.00 charge for each vendor. She also explained that there will be a raffle to benefit a local veterinary clinic. She estimated that the donation would be about \$60.00.

James Shea asked why they wanted to bring the event to the Salem Common. Ms. Hudson stated that they are in this area and wanted to try the North Shore area.

Bob Callahan stated that they need to work closely with Trisha O'Brien on the placement of the tents.

There being no further questions or comments regarding this matter, Deborah Amaral moved to approve the permit for the NE Vendors to use the Salem Common July 9, 2022. James Shea seconded the motion.

Bob Callahan	Yes
James Shea	Yes
Amy Everett	Yes
Deborah Amaral	Yes

The motion carried (4-0).

Milo Martinez – Request For the Use of the Salem Common on the following dates:

July 4, 2022 – Reading of the Declaration of Independence

July 27, August 3, 10, 17, 24, 31, 2022 for Salem Common Neighborhood Association Movie Series. The SCNA will be showing 90-minute kids movies.

September 3, 2022 - Salem Common Neighborhood Association Vintage Lawn Party
Mr. Martinez explained that if the 11th is available they may request to change the date but they need to check with the band about availability.

October 10, 22, 23, 29, and 30, 2022 – Children's Festival 3-9 p.m. – Mr. Martinez explained that Fiesta Shows will provide kids rides on a small footprint of the Common and they will be light load weight. He also noted that there will be a small slide and a big slide.

Alan Hanscom expressed concern about the Festival being held on the Common noting that the rides destroyed the lawn on the west side of the common last year.

Ellen Talkowsky an employee of the City of Salem addressed Mr. Hanscom and reported that the lawn at the Common has been reseeded.

There being no further questions or comments regarding this matter, Deborah Amaral moved to approve the permit for the Salem Common Neighborhood Association for the use of the Salem Common on the dates listed above. James Shea seconded the motion.

Amy Everitt called for a roll call vote as follows

Bob Callahan	Yes	
James Shea	Yes	
Amy Everett	Yes	
Deborah Amaral	Yes	The motion carried (4-0)

Nina Soto Realty – Request for a Permit for the Use of the Salem Willows Shell on August 22, 2022 for a Thank You Party

Michelle Bett addressed the Commission and explained that they are requesting a permit for the use of the Salem Willows Shell to host a Thank You Party for the participants of the City Wide Yard Sale. She noted that this is a free community event.

Trisha O'Brien clarified that there will be no food sales at this event. Ms. Bett concurred.

Bob Callahan explained that if there are vendors selling items at the event, they need to pay a vendor fee.

Cindy Jerzlo of 17 Bayview Avenue addressed the Commission and asked that the music be kept at a reasonable level because it bothers the neighbors

There being no further questions or comments regarding this matter James Shea moved to approve the permit for Nina Soto Realty for the use of the Salem Willows Shell on August 22, 2022. Bob Callahan seconded the motion.

Amy Everitt called for a roll call vote as follows:

Bob Callahan	Yes
James Shea	Yes
Amy Everett	Yes
Deborah Amaral	Yes

The motion carried (4-0).

Ellen Talkowsky (City of Salem) Request for a Permit for the Use of the Salem Common for Heritage Days in August 2022, Salem Food Truck Festival in September and Haunted Happenings Events – October 2022

Ellen Talkowsky addressed the Commission and explained that Heritage Days is an annual event featuring an Ice Cream Scooper Bowl on the Common and are also requesting a permit for the use of the Salem Willows Shell for a performance by the Salem Community Band. She also noted that this will be the third year of the Food Truck Festival. She noted that there will be 25 food trucks on the Common. She explained that the trucks would be entering the common on the east and north sides of the common. She also stated that there would be a beer garden, some craft vendors and will be a two-day event the last weekend of September.

Ms. Talkowsky explained that Haunted Happenings starts with the Grand Parade which ends at the Salem Common.

She also explained that the City has issued an RFP for the Food Court Vendors on the Common.

Bob Callahan stated that everything is concentrated in one area on the Common and he would to see it spread out a little,

Ms. Talkowsky that Vendor Manager John Andrews manages the placement of the vendors on the Common,

Mr. Andrews reported that there are 65—75 vendors during Halloween. It was noted that the Director of Public Services has plans to widen the path in the Common. Ms. Talkowsky reported that this will not happen before this October and is a long range plan,

Ms. Talkowsky reported that the annual BizBaz will be held on one weekend during October on both Saturday and Sunday

There being no further questions or comments regarding this matter Debbie Amaral moved to approve the permits requested by the Salem Jazz and Soul Festival on August 6, 2022 from 12-8 p.m.. James Shea seconded the motion.

Amy Everitt called for a roll call vote as follows:

Bob Callahan	Yes
James Shea	Yes
Amy Everett	Yes
Deborah Amaral	Yes

The motion carried (4-0).

Salem Jazz and Soul Festival – Request for a Permit for the Use of the Salem Commonon August 6, 2022 – from 12-8

Justine Ronan representing the Salem Jazz and Soul Festival addressed the Commission and requested a permit for the Use of the Salem Common for the Salem Jazz and Soul Festival on August 6, 2022 from 12-8 p.m. She stated that the vendors for the event are aware of the fees charged by the city and they will be paid.

There being no further questions or comments regarding this matter Debbie Amaral moved to approve the permits requested by the City of Salem for events in August, September and October. James Shea seconded the motion.

Amy Everitt called for a roll call vote as follows:

Bob Callahan	Yes
James Shea	Yes
Amy Everett	Yes
Deborah Amaral	Yes

The motion carried (4-0).

Salem United – Request to Rename Restaurant Row in the Salem Willows Black King Pompey Drive

Doreen Wade addressed the Commission and explained her request to rename Restaurant Row at Salem Willows to Black King Pompey Drive.

Amy Everitt stated that a letter has been sent to the City Solicitor Beth Rennard regarding whether the area is a public way. She also questioned if there is a clear location of the street. It was noted that the area in question is from the end of Memorial Drive to the end of the street at the Stop Sign.

Ms. Wade stated that this is an illegally named street.

Debbie Amaral stated that it was never certified and noted that the Commission is in the process of drafting a policy and process on the naming of Park and Recreation property. She stated that they will work on drafting something and let her know when something formal was in place.

There being no further discussion on this matter at this time Bob Callahan made a motion to table the matter. Debbie Amaral seconded the motion.

Bob Callahan stated that they should have something ready in July or August.

Jason Hatch Report on Salem Willows Phase 2 concept and and feedback

Jason Hatch reviewed the plans for Phase 2 of the Willows Project and noted that a landscape architect has been working on a park grant application that is due in mid July. He noted that the area of work is the between the beach wall and Hobbs Popcorn and the pier area.

James Shea asked if there is enough room for emergency vehicles to get down to the pier. Mr. Hatch stated that they will be able to access.

Debbie Amaral noted that on weekends people bring grills and cook all day and some bring tables

Trisha O'Brien stated that this will have to be done in phases. She also noted that no vote is needed at this time.

Mr. Hatch will prepare a plan and cost estimates to present to the Commission.

Forest River Function Room Rental Rates

Trisha O'Brien explained that the new function room holds about 50 people and suggested keeping the rates in line with Winter Island Rates. She noted that the Winter Island Function Hall has been redone and a new deck has been installed.

Ms. O'Brien stated that the rate for Winter Island is \$400 for 6 hours.

Debbie Amaral asked if alcohol would be allowed at the facility. Ms. O'Brien stated that it would be allowed with a permit.

There being no further questions or comments regarding this matter Debbie Amaral moved to charge the same rates that are charged for Winter Island for a 4 hour limit.

Trisha O'Brien will amend the contract to update the terms of the hours.

Amy Everitt called for a roll call vote as follows:

Bob Callahan	Yes
James Shea	Yes
Amy Everett	Yes
Deborah Amaral	Yes

The motion carried (4-0).

Superintendents Report:

Trisha O'Brien noted that the Commission needs a representative for the Open Space and Recreation Committee. James Shea recommended that the Commission table matter until the new member is appointed noting that he or she may be interested in doing this.

There being no further business to come before the Salem Park and Recreation Commission this evening, Bob Callahan moved to adjourn the meeting.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted by

Eileen Sacco
Clerk