**SPECIAL MEETING**

**Salem Parks and Recreation Commission**

**Minutes of Meeting**

**Date and Time: Thursday, May 27, 2021 at 5:00 P.M.**

**Meeting Location: Via Zoom**

**Members Present: Debbie Amaral, Amy Everitt**

 **James Shea, Bob Callahan**

**Also Present: Patricia O’Brien**

**Clerk: Kathleen Fitzgerald**

**Meeting Called to Order**

Debbie Amaral calls the meeting to order at 5:00 P.M. and roll call is done.

Debbie stated that the Board was being convened to talk about Arts Fest on the Common on June 5th and 6th, 2021.

Kylie Sullivan, Executive Director of Salem Main Streets appeared before the Board to speak about the upcoming event on the Common. Ms. Sullivan said this was their 13th year, but the first year to use the Salem Common. She stated approximately 25 vendors were expected and they would use best practices to spread them out. She further stated they would collaborate with Creative Collective regarding load-in, load-out and trash removal.

Bob Callahan asked if there would be port-a-potties. Kylie Sullivan advised there would be and also ADA port-a-potty.

James Shea makes a motion to approve the event. Bob Callahan seconds. Roll call is taken and it passes unanimously.

Next:

**Community Art Installation** – This is the 7th year. There will be a stage on Hawthorne Blvd. near the Hawthorne Hotel near the bike racks. This will be a temporary installation with flowers which will be maintained and removed by the end of June.

Next:

**Construction of the New Parking Area at the Willows**: Lev McCarthy was present to speak about the parking improvement project. He advised they would be closing down parking temporarily but were hoping to provide temporary parking on a field in the area. This would be on the hill where there is an informal parking situation. He stated they would be reconstructing the hill are and the end result will be a formalized area. The field south of the construction site was to add 100 temporary parking spaces. He advised they would be using timbers in marking the entrance and exit.

Bob Callahan asked which field Mr. McCarthy was talking about. Trish O’Brien stated the open field on the old softball field on the side of the entrance to Fort Avenue. She advised there would be 3 rows of 30-35 spots. The contractor will be setting up parking so it will have good signage.

Bob Callahan asked if the contractor would be parking in the parking lot under construction. Trish O’Brien advised yes and that it was fenced off.

Debbie Amaral asked about drop-off and pick-up and Mr. McCarthy advised that it would be by the Clam Shack. Bob Callahan stated they could have temporary parking in the Fort Lee parking area and suggested negotiating this with the contractor. Trish O’Brien stated she would look into that and asked Mr. McCarthy if he knew any more about how it was working with the court field parking. Mr. McCarthy said they were improving the entrance into Memorial Drive.

James Shea makes a motion to approve. Bob CallahanP seconds. Roll call is taken and it passes unanimously.

Next:

Revision of March and April 2021 Meeting Minutes.

Debbie Amaral makes a motion to revise the March and April Minutes to better reflect the discussion concerning fees and rates. It was determined that only the April Minutes needed to be revised.

Amy Everitt makes a motion to revise the April Minutes, seconded by Bob Callahan. Roll call is taken and it passes unanimously.

A motion to adjourn is made by James Shea and seconded by Amy Everitt. Roll call is taken and it passes unanimously.

The meeting ended at 5:25 P.M.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk