Salem Park & Recreation Commission

Minutes

Date and Time: Tuesday, February 16, 2016 at 6:00pm

Meeting Location: 5 Broad Street

Members Present: Chair Leslie Tuttle , Chris Burke, Bob Callahan, James Shea, Amy Everitt

Members Absent:

Others Present: Jason Silva

Recorder: Stacy Kilb

**Meeting Called to Order**

The meeting is called to order by Chair Tuttle at 6:00 PM.

Kathy McCarthy discusses basketball in general and the travel league with the Commission. The advantages and disadvantages of continuing to offer them for free are discussed. This will partially depend on next year's budget. Scholarships and meeting with parents are also topics of discussion. A universal price is mentioned as the custodian must be paid. More information will be obtained prior to the next meeting.

Silva comments that this Thursday the new director of the Council on Aging will come in for an informal social gathering. This will be at 8:30 AM. The start date is Monday the 22nd. A firm start date is being worked out for the new Parks and Recreation Dept. director, but they are hoping for the end of March or beginning of April.

**Road Race Fee Schedule**

Previously, there was some question as to whether the Commission could charge a per-entrant fee, or a percentage of the gross application fees charged by the race organization. Silva comments that either would amount to the same thing, so it does not matter. The City Solicitor is comfortable with this approach.

Silva suggests charging 5% to start; that figure can be changed if it doesn't work out. Fee waivers would still be available under the same process.

Shea motions to charge a 5% of the gross application fee for all types of races (road races, swim races, etc.)

and is seconded by Everitt, and all are in favor.

A discussion of numbers occurs.

**Golf Course: Discussion of fees**

Shea comments for the record that since Paul Lever took over, it is in great shape and doing wonderfully financially, and compliments Mr. Lever.

Mr. Lever recommends keeping them the same. Salem's rates are the same as those for other area golf courses.

*Shea motions to keep the races the same, and is seconded by Callahan*.

Shea comments that revenue has been good so that stream should not be disrupted.

*The motion passes unanimously.*

**Visitors and Requests**

**B & S Fitness Wild Fish Open Water Swim Festival**

Amanda Nissula presents, describing the race. They expect 150 swimmers, and there are no changes from previous races. Safety personnel will be in place.

A motion to approve this race is made by Callahan, seconded by Everitt, and all are in favor.

**Joe A. Scholarship Fund**

Mr. A. and John Rieder present. He describes the tournament as being in Wenham with the after-party in Camp Naumkeag. Scholarships benefit Salem High students and other Salem area groups.

They are seeking a waiver of the fees.

*A motion to approve is made by Everitt, seconded by Shea, and passes unanimously*.

Mr. Rieder asks about basketball fees and number of registrations, and wonders how many could have paid. He also offers for his scholarship fund to make a donation. This will be arranged with the Commission ,who greatly appreciates his generosity.

**Mark Lovely, Wreaths Across America.**

Mr. Lovely is requesting a change of venue with the carnival now to be held at Salem Willows. Other City officials prefer that venue. Shea asks Councilor McCarthy’s opinion and his only concern is a noncompete agreement with existing vendors. However, no admission will be charged and there will be no fence up. The carnival operator comments that people come in and pay for rides and games instead. Typical carnival food is sold.

Discussion occurs regarding possible competition with the year-round vendors already there. In general, it is felt that the carnival will not draw visitors away from the Willows vendors, and the carnival operator comments that area businesses do better when they are there, and outlines some of his other events and how they benefit nearby businesses.

Event logistics are described. The organizer plans to set up near the ball field, in view of local residents. There should be posted information about the carnival so that residents are aware that there is a reason for it being there. The timing of early June is felt to be ideal. Carnival hours are limited to avoid trouble, and normally, families, junior high and perhaps freshman and sophomore students attend the carnival. The operator boasts of his record of leaving the location cleaner than upon his arrival.

Silva comments that any carnival also requires City Council approval.

*A motion to approve is made by Everitt and seconded by Callahan*.

Mr. McCarthy asks about approval; any carnival would need approval for anywhere in the City. The organizer is aware of police and other requirements.

Beth Gerard, Ward 6 Councilor, speaks in support of Wreaths Across America. The carnival operator describes the event in Marblehead; students basically run it. The kids get to see how a business operates.

*The motion passes unanimously*.

**Hope Watt Bucci North Shore Pride**

Ms. Watt Bucci, President of North Shore Pride, describes the Parade and Festival’s 5 year anniversary. It will be the same as last year. 5,000 people attended last year, and they expect far more this year. There will be 75 vendors, mostly non-profit, were there last year. A professional stage is brought in. She describes setup and breakdown. So far there have been no incidents.

A beer tent will be part of the festival, as will food trucks.

Callahan comments that he went down last year and thought it was a very large, well run, successful event. He also passed by the next day and the area was “spotless.”

*A motion to approve is made by Everitt, and seconded by Shea*.

There is some discussion about a wedding that was also approved for this date and location, despite the fact that this applicant had already previously secured it. Jason Silva, who left the meeting earlier, noted to Chair Tuttle before leaving that he would speak to the couple getting married and offer them other options.

*The motion passes unanimously*.

**NE Animal Shelter**

Jennifer Burns presents flyers and a map of the park. This will be a nontraditional dog show, and is described.

The rain date would be June 19th. They are seeking to use an area near the pool. The entrance fees would go towards the Northeast Animal shelter. There are some sponsors and donations already. This is the inaugural event. They are unsure of attendance but could be 150 people (and dogs). Shea asks about dog waste and Ms. Burns mentions that their volunteers can clean up if participants don’t follow the rules, but they will also give out poop bags. The animal control officer will also be involved. She is unsure if people can be asked to submit licensing paperwork, but that would be another way to reach out.

Callahan suggests advertising or promoting the importance of keeping dogs leashed in parks, as this has been a problem, especially at Forest River Park. Ms. Burns agrees. Callahan states that there is a possibility of the pool opening early that weekend, which is right at the end of the school year, barring additional snow days. It is not likely and probably would not be an issue.

*A motion to approve is made by Shea, seconded by Everitt, and passes unanimously with no further discussion*.

Shea suggests working with the new director when s/he comes on board. Ms. Burns can also contact the interim director.

**Salem State U Cheryl Goodney**

Ms. Goodney describes her event, which is of the Polar Plunge variety, and asks for permission to use Forest River Park's Pioneer Beach. She describes her organization as well. Money is being raised for a NICU at Boston’s Children’s hospital. All proceeds will go there. A police detail and EMS will be present, and meetings with them are ongoing. The event will take place even if it is at low tide.

*A motion to approve is made by Shea, seconded by Everitt, and all approve.*

Shea comments that the correct procedure is for Ms. Goodney to contact her campus police, who will contact the Salem Police, who will put her in touch with the Harbor Master. Callahan comments that Ms. Goodney should follow up with the Parks and Rec director.

**Paul Lever - Golf Course Update**

* Old equipment is described and is in deplorable condition. New equipment coming is discussed. Items needed include a dump truck, tractor, fairway mower, utility mowers and a walk behind mower. Most golf courses also employ a full time mechanic
* Callahan suggests prioritizing the list so this Commission can lobby for Mr. Lever
* The need for additional staff is discussed; Silva will look into raising the pay rate as $11/hour for seasonal labor is unattractive to the type of person they would like to hire
* Closure of another nearby golf course will probably not impact attendance here
* Progress on construction of the cart path is described; Mr. Lever describes construction and his efforts to do some of the work himself in order to save money
* Progress on the second hole and projects in other areas of the course are also described
* Fiscal matters are discussed; resident and customer satisfaction matter as much as revenue. Weather does impact attendance and revenue
* Concessions being open consistently is very important, and the rule of not allowing patrons to bring their own food on the deck has been beneficial and should be enforced
* Problems with a delay in last year’s deposit are discussed. Due to this delay, Mr. Lever was only able to access $9,000 of the $45,000 he should have been able to. No one is sure why this funding was not made available and the budget process is discussed. Funding and procedural issues, protocols, and budget logistics are further described and discussed. Chair Tuttle, Mr. Lever and Mr. Silva will discuss how to recoup some of the lost funding and ensure this does not happen again. It was not an issue this season.

Callahan asks if the Seafood Festival and Country Fest paid what was owed. They have not paid yet and will not be running those festivals this year. Chair Tuttle will follow up with Silva.

**Adjournment**

**Next Meeting: Tuesday, March 15, 2016**

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

The meeting ends at 7:35PM.

Respectfully Submitted,

Stacy Kilb

Clerk, Salem Park & Recreation Commision