**FINAL MINUTES**

**Salem Parks and Recreation Commission**

**Minutes of Meeting**

**Date and Time: Tuesday, September 17, 2019 at 6:50 P.M.**

**Meeting Location: Dining Room, 401 Bridge St.**

**Members Present: Chris Burke, James Shea, Amy Everitt,**

 **Bob Callahan**

**Absent Debbie Amaral**

**Also Present: Patricia O’Brien**

**Clerk: Kathleen Fitzgerald**

**Meeting Called to Order**

Amy Everitt calls the meeting to order at 6:50 P.M.

**Old Business**

Approval of Minutes of the meeting on August 20, 2019. Chris Burke moves to approve, seconded by James Shea with one correction, and unanimously passes.

First on the Agenda:

**Ellen** **Talkowsky – City of Salem** – Ellen was present to go through the plans for the Common for this Halloween season. Captain Mark Lasolfo was with her. He submitted a letter and some maps for upcoming festivities.

There will be a Food Truck Festival on September 28th and 29th from 11:00 A.M. to 6:00 P.M. The City put out a RFP and received one back from Food Trucks of America. There will be 40 food trucks on the perimeter of the Common. None will be in the middle of the Common on the grass. There will be a beer garden. She stated that they did go to licensing and explained the ticketing system.

Ellen stated that last year Bob Callahan suggested more port-a-potties and Ellen advised there would be 26 around the common and 2 handicapped ones.

The Grand Opening Parade will be on October 3rd from 6:30 P.M. to 9:00 P.M. which ends on the common with a DJ.

The Festiva Food Court will be on weekends in October from October 18th – October 31st.

Hubie Halloween purchased all of the rigging and lights for the movie recently filmed on the Common and donated all of it back to the City.

SCNA Family Fun Days will be on October 19, 20, 26 and 27 from 11:00 A.M. to 10:00 P.M.

Salem Witches Magic Circle will be on the Common from 5:00 – 6:00 P.M. on October 31st at the Gazebo. Bob Dunham will be bringing the Vinyl All Star American Band playing music from the 60s to present. There will be VIP tickets sold and sponsorship banners on the stage to offset some of the costs involved. Ellen stated they were looking at this to get a lot of people in one space where they can seize control and that this would be a trial run for next year when Halloween is on a Saturday.

Amy Everitt asked if this was the first year or the second and Ellen advised it was the second and that there were no issues last year. Amy then asked if there would be a beer garden and Ellen said no. They were just focusing on food. She also advised that some of the trucks might stay overnight which would be better than moving them in and out twice. They are still trying to figure this out and it depends on which trucks want to stay and how to bring in reserve stock. Ellen advised that all turn-arounds will be on areas that are not irrigated.

Chris Burke asked if there would be a carnival this year and Ellen Talkowsky stated there would not be a large carnival, but there is a kids carnival.

James Shea makes a motion to approve these events, seconded by Bob Callahan and passes unanimously.

Next:

**John Thompson, Notch Brewery** -- Requesting a pop-up beer garden during the Pioneer Village Night Market on October 26th and 27th. He stated they would be working with Black Veil Tattoo Studio.

Mr. Thompson said the idea is to have people of drinking age stroll around Pioneer Village with a beverage.

Chris Burke wanted to clarify that it was Pioneer Village and not Forest River Park and Mr. Thompson assured him it was only Pioneer Village.

James Shea asked how ID’s would be checked and Mr. Thompson stated they would be checked at the bar.

Bob Callahan asked if there would be a police detail and Mr. Thompson stated he was working on that.

James Shea asked how many people they were expecting and Mr. Thompson said he was not sure how many Black Veil was expecting but he was told last year there were about 300 people over the course of the night.

Chris Burke asked if the area was going to be lit and Mr. Thompson advised that there would be lighting in the area of the beer garden. He also stated that here would be a campfire and ghost stories. Trish O’Brien advised that Elizabeth Peterson lights the path.

Chris Burke stated his concern about dark areas and alcohol and darkness may be a problem. John Thompson stated that he could put up string lights.

Bob Callahan stated that not only does the Board have to be concerned with Pioneer Village, but also Forest River Park where people will be parking for the event which then becomes a safety type of issue.

John Thompson stated he would do whatever Ellen Talkowsky and Mark Lasolfo suggested and did state that people would not be taking beverages out of Pioneer Village.

Bob Callahan stated his concern about people going in and going out and not being a well-lit area since it was night time and that the Board wants to err on the side of caution. John Thompson said all of his staff are trained and that they do night time events so they serve responsibly.

Amy Everitt asked if the trolley ran to Pioneer Village. Trish O’Brien stated it did not, but that they had experimented one year with it.

James Shea makes a motion to approve Saturday hours until 10:00 P.M. and Sunday hours until 8:00 P.M. and states that Ellen Talkowsky needs to coordinate with Elizabeth Peterson and concerned about police detail, etc. Chris Burke suggested turning on the lights at the Little League Field and Bob Callahan stated that would be a good idea.

Trish O’Brien advised she would set up a meeting with Elizabeth Peterson and John Thompson said he would be happy to meet with Black Veil Tattoo.

Bob Callahan seconds the motion and it passes unanimously.

Next:

**Ashley Steeves, Wicked Half Marathon** – This is the 13th year for this event to take place on Saturday, September 21, 2019 at the Salem Willows soccer field. The event will run from 7:00 A.M. until noon, with set up at 4:00 A.M. and breakdown until 1:00 P.M. 800 people are expected. Nothing has changed from prior years and the course has been reviewed by the Police Department.

Amy Everitt inquired about the time amplification would begin and Ms. Steeves said there would be no amplification before 8:00 A.M. and the speakers would be facing the water. She did state that they would be using a bull horn before 8:00 A.M.

Bob Callahan questioned the set-up time of 4:00 A.M. Ms. Steeves advised that about 10 people would be arriving around 4:30 A.M. to unload equipment, set up tents and cones and that they needed this time before people started arriving.

Trish O’Brien asked how many people are pe-registered and how many walk-ins do they get. Ms. Steeves said they usually get between 45-60 walk-ins.

James Shea makes a motion to approve the event, Bob Callahan seconds, and it passes unanimously.

Next:

**Ashley Steeves, Devil’s Chase**: This event will take place on October 26, 2019 at the Salem Willows Soccer Field. The event will run from 8:00 A.M until 11:30 A.M. with set up at 5:00 A.M. and break down at noon. About 800 people are expected.

Ms. Steeves asked about trash pick-up. She stated that they usually remove their own trash, but last year a crew came by and that was very helpful. Trish O’Brien asked if she was requesting that we do it and Ms. Steeves said if it was an option great. Trish O’Brien stated that hey needed to take cre of it.

Amy Everitt asked if there were any changes from the prior years and Ms. Steeves stated no.

Chris Burkes makes a motion to approve the event, Bob Callahan seconds, and it passes unanimously.

Next:

**Vijay Joyce, Rekindled History** -- He is requesting giving small historical tours in the Salem Woods concentrating on 17th Century Salem, landscape, community beliefs, and touching on the witch trials, etc. The tours will be on Saturdays in October for 1.5 hours from 5:00 P.M. – 6:30 P.M. and will be $15.00 per person. He advised that 50% of the profits would go to trail maintenance and overall conservation.

Chris Burke asked about parking issues and Vijay advised that only 6 cars would be parking at the Golf Course. Vijay said he would make sure people knew about ride sharing and that they need to get to their cars at the Golf course before the gate closed. Chris Burke asked how far into the woods the group would be going and Vijay stated they would be going up to Blue Trail.

Chris Burke stated that the Friends of Salem Woods appreciated the donation and asked if Mr. Joyce could hold on to the money to be donated and when they needed it for gravel, etc. they would contact him. Trish O’Brien advised that the Park & Rec Department had a donations account where Mr. Joyce could put his donation.

James Shea makes a motion to approve, seconded by Chris Burke and unanimously passes.

**New Business**:

Trish O’Brien advised that the Mayor is discussing naming 289 Derby Street and said it is not officially a park but going through the process.

There was a discussion about the tennis courts at the high school. Trish advised that the City Council has agreed to capital funds being used and the project should be started within the next two weeks. Chis Burke said in the past CPA funds would be disbursed in the Fall and that there would be some money designated for the tennis courts. Trish advised that the Mayor did not want to wait any longer because it needed to happen urgently.

James Shea suggested writing a letter to the CPA Committee thanking them for all funding and thanking them for next year.

Update on Mansell Park – Dealing with DEP and next month will update on Gallows Hill.

Bob Callahan asked that since this is going to take a long time, could the basketball court be roped off.

Golf Course – Chris Burke advised that the cash register was in an awkward place in relation to the first tee and felt that here were some people sneaking onto the golf course and suggested speaking with Scott about checking t tickets. Bob Callahan said on every golf course you get a slip and you give it to the starter, so we need to start making some demands on people working there.

James Shea stated that the golf course is in outstanding shape, but the paths are horrendous and asked if we could get this going this year. Trish advised that a landscape architect has been hired at a cost of about $25,000.00. She stated that a first she was against it but now was on board and that the person hired has been great. She and Paul spoke with the Mayor about two weeks ago and the landscape architect is now saying there should be a bridge which will increase the cost. James said these bridges will be expensive so can we have them bid out as alternates. Trish said she has been trying to push to start as soon as possible and is being told the Spring is not a good time so looking at next Fall. Bob Callahan said if this was not done until the Spring, the entire season would be lost.

Trish O’Brien said that the Mayor is asking about a driving range somewhere. James said this has been looked a before and said we went through this before but couldn’t find a spot. He said Mr. Wogan out of Hamilton Wenham looked into this before so maybe we could find the old drawings. He also said that if you do this you have to be able to access this from the golf course. James Shea advised tht they did a project at Kernwood during he season and that the guys wore hard hats so they still were able to play.

Next meeting – Tuesday October 15, 2019.

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

The meeting ended at 8:20 P.M.

Respectfully Submitted,

Kathleen Fitzgerald, Clerk