

**Salem Parks and Recreation Commission  
Minutes of Meeting**

**Date and Time:** Tuesday February 15, 2022, at 6:45 p.m.  
**Location:** Via Zoom

**Members Present:** Chair, Deborah Amaral, Bob Callahan, Emi Perez  
James Shea, Amy Everett Emi Perez (7:15)  
**Members Absent:** None  
**Also Present:** Patricia O'Brien  
**Clerk:** Eileen Sacco

**Meeting Called to Order**

Deborah Amaral 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](http://www.salem.com).

**Approval of Minutes January 2022**

Emi Perez moved to approve the minutes of the December 21, 2021 meeting. Bob Callahan seconded the motion. The motion carried 5-0.

**Visitors and Requests:**

**Gordon Bowman Request for a permit for the use of the Salem Willows Shell**

Mr. Bowman addressed the Commission and explained that North Shore Concert Band is requesting to use the Willows Shell on June 21st, 2022, for Rehearsal and the Performance Dates that they are requesting are Tuesday's July 5th – Aug 9th 7:00pm – 9:00pm

Bob Callahan asked what power they will need. Mr. Bowman stated that they would need one plug in. He also explained that they are requesting the use of 4 parking spaces inside the gate and 6 metered spaces in front of the restaurants.

There being no further questions or comments regarding this matter, Emi Perez moved to approve the permit for the North Shore Concert Band for the use of the Salem Willows shell June 21, July 5, and August 9, 2022, from 7-9 p.m. James Shea seconded the motion. Deborah

Amaral called for a roll call vote as follows:

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

The motion carried (5-0).

**Emily Lonergan, Request for a Permit for the Use of the Salem Common**

Emily Lonergan addressed the Commission on behalf of Mental Makeover – The World Needs You Here, to use the Salem Common – Sunday July 31st, 2022 9:00am to 12:00 p.m.

Emily Lonergan explained that they want to use the Common for a Walk to benefit Mental Makeover. She noted that they want to use the common because the common is a special place for gathering.

Emi Perez asked if they would be using sound equipment for amplification for the event. Ms. Lonergan stated that would be and they will provide a generator.

There being no further questions or comments regarding this matter, Emi Perez moved to approve the permit for Mental Makeover – The World Needs You Here, to use the Salem Common – Sunday July 31st, 2022, 9:00am to 12:00 p.m. James Shea seconded the motion. Deborah Amaral called for a roll call vote as follows:

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

The motion carried (5-0).

**Amy Linnel – Request for a Permit for the Use of the Salem Willows E-Love-Ate Event – Salem Willows – Saturday September 10th , 2022 12:00pm6:00pm**

Amy Linnel addressed the Commission on behalf of E-Love -Ate regarding their application for the use of the Salem Willows on Saturday, September 10<sup>th</sup> from 12-6 p.m. She explained that their event will be the same as last year, noting that they had no problems. She explained that they expect about 40 people to attend.

Trisha O’Brien explained that the vendor fees are the same as what is charged for the Salem Common and noted that vendor fees are only charged for vendors selling items not for vendors that are just handing out information or items for free. Amy Linnel stated that the only vendors they expect are a food vendor.

There being no further questions or comments regarding this matter, Amy Everett moved to approve the permit for Mental Makeover – The World Needs You Here, to use the Salem Common – Sunday July 31st, 2022, 9:00am to 12:00 p.m Emi Perez seconded the motion. Deborah Amaral called for a roll call vote as follows:

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

The motion carried (5-0).

**Ashley Steeves – Wicked Half Marathon – Willows Field - Saturday, September 17th, 2022  
7:00am – 11:00am**

Ashley Steeves addressed the Commission to request a Permit for the use of the Salem Willows Field for the starting location for the Wicked Half Marathon on Saturday, September 17, 2022. She explained that last year they were able to supplement parking for the event by using the Salem State Parking Lot across from the field.

Deborah Amaral asked if they would be using any amplification for the event. Ms. Steeves stated that they would be using amplification at about 8:00 am and would be facing the ocean side of the field.

There being no further questions or comments regarding this matter, Amy Everett moved to approve the permit for the use of the Salem Willows Field for the Wicked Half Marathon on September 17, 2022 from 7-11 a.m. Emi Perez seconded the motion. Deborah Amaral called for a roll call vote as follows:

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

The motion carried (5-0).

**Kerry Murphy – Update on Mack Park Food Farm / Site**

Kerry Murphy, Matt Buchanan, Pat Schultz and Andy Varela attended the meeting to give the Commission an update on the Mack Park Food Farm.

Kerry Murphy explained that last year they raised 150,000 pounds of food which benefited the Salem Food pantries, summer food programs for Salem children and the farmers markets.

Patrick Schultz explained that with the items that they want to add to the site they will not be going beyond the original footprint. He explained that they would be filling in gaps and putting in an ADA path.

Andy Varela stated that they need to provide accessibility for residents who require assistance and it will not take more square footage of the farm

Andy Varela explained that they would be adding a few raised beds to increase the amount of food and herbs that they can grow.

Bob Callahan stated that this has really turned into a phenomenal program and the addition of the ADA pathway is important.

Andy Varela stated that the beds will be stained with nontoxic stain.

There being no further questions or comments regarding this matter Amy Everett moved to approve the addition of the raised gardening beds to the Mack Park Food Farm. Emi Perez seconded the motion. Deborah Amaral called for a roll call vote as follows:

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

The motion carried (5-0).

### **Bill McHugh – Update on Salem Willows Pier**

Harbormaster Bill McHugh addressed the Commission and updated them on the status of the Salem Willows Pier replacement. He reviewed the history of the pier and the storms that have damaged or destroyed.

Mr. McHugh explained that they have met with the Department of Fish and Game. He explained that Salem fell behind in the cue for funding because of the Deer Island pier.

Mr. McHugh explained that GZA Engineering has come up with a design and there are several iterations of it. He noted that the pier will be raised up probably 3 ½ feet from the former height. He noted that the pier has been dismantled and the last of it has been removed and packed up and moved to be trucked away

Mr. McHugh explained that the estimated cost of the pier is \$3-\$6 million with \$400,000 for park improvements. He stated that he hoped that they would not need a contingency for the project. He also explained that the City has committed \$2 million in CPA funds and they will talk to the state about more funding.

James Shea stated that it is important to have the floats and the gangways as there were before. Mr. McHugh stated that they would be addressed in the permitting process. He noted that Mayor Driscoll wants to get this project done,

Deborah Amaral thanked Mr. McHugh for the update and suggested that he continue to update the Commission on the status of the project every so often.

### **Board Elections Vote**

Deborah Amaral stated that it is time for the Commission to organize for the year 2022.

Bob Callahan nominated Amy Everett to be Chair of the Commission, James Shea seconded the motion. Deborah Amaral called for a roll call vote as follows:

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

The motion carried (5-0)

James Shea thanked Deborah Amaral for serving as Chairman for the past year and noted that she did an outstanding job.

### **Superintendents Report:**

Trisha O'Brien suggested that the Commission incorporate the fees at all Salem Parks in-line with the fees charged for events held at the Salem Common. Bob Callahan stated that the Common is not a designated park noting that the City Council turned it over to the Park and Recreation Commission.

Trisha O'Brien stated that she is suggesting that all the fees be the same across all the parks to be consistent with the fees. She explained that a general fee for all vendor tents in all the parks

James Shea stated that teams such as soccer, baseball and etc. selling items should be exempt from the fees.

There being no further questions or comments regarding this matter Amy Everett moved to approve the recommendation to incorporate the fees that are in place for vendor fees at the Common be the same for all of the parks in Salem and that Salem Youth Sports Teams be exempt from fees if they are selling items at events Emi Perez seconded the motion. Deborah

Amaral called for a roll call vote as follows:

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

The motion carried (5-0).

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 8:30 p.m.

Respectfully submitted by

Eileen Sacco  
Clerk