

**Newburyport Waterfront Trust
Online Meeting
February 21, 2024
Minutes**

1. Call to Order

Chair Matt Pieniazek called an online meeting of the Newburyport Waterfront Trust to order at 7:00 p.m.

2. Roll Call

In attendance were Trustees Matt Pieniazek, Mike Sullivan, Dan Mello and Kim Emmons. Steven Wallace has resigned.

3. Minutes

Dan Mello moved to approve the minutes of the January 14, 2024, meeting. Mike Sullivan seconded the motion. The motion was approved by a 3-0 vote (Matt Pieniazek, yes; Mike Sullivan, yes; Dan Mello, yes; Kim Emmons, abstain).

4. Treasurer's Report

The Trust is due \$33,192 from the City for the parking contract and park maintenance expenses and \$5,000 from the Harbormaster. Matt Pieniazek will contact Richard Jones about the payments.

5. Approval of Invoices

Mike Sullivan moved to approve payments to Edith Heyck for the monthly park manager salary with an increase retroactive to January 1 and Gretchen Joy for note taking for the January and February meetings. Dan Mello seconded the motion. The motion was approved by a 4-0 vote (Matt Pieniazek, yes; Mike Sullivan, yes; Dan Mello, yes; Kim Emmons).

6. Ongoing Projects

a) Bulkhead Repair

An update was received from Andy Port. The work is progressing towards the east and is reported to be ahead of schedule. It is not expected to impact activity on the boardwalk in the spring.

b) Market Landing Park

Barring unforeseen circumstances, the park construction could be completed by the end of May. The culvert project is on hold, with the exception of the section between the water and Market Square. The trenching is being done in this area so that the newly constructed park would not be disrupted at a later date.

The work to install the new irrigation system, which will run through Trust property, is expected to take place in March or April. The brick walkways will not be disrupted during the process. Additional conduits are being installed for future use.

Mike Sullivan said it should be expected that SLS will continue to maintain the Trust property through the next year. SLS should provide care for the new lawn

after it has been hydroseeded and the bill should be forwarded to the City. The arrangements for 2025 have yet to be decided. The issues of the ownership of the expanded park and responsibility for its maintenance will be determined when the ad hoc committee reconvenes.

c) Boardwalk Repair

Matt Pieniazek prepared a letter of support for the City's CPA application for \$75,000 for a feasibility study on the replacement of the boardwalk.

d) Leases Renewals

Invoices will be sent for the leases that are under contract. The terms of three leases must be decided.

Paul Aziz has been contacted regarding his continued use of the space that had been leased for the *Erica Lee*, but a response has not yet been received. He has been attempting to work with the State to develop a water shuttle between Haverhill and Newburyport. The protection of his future business interest could be the reason that he wishes to secure the dock space, while the priority of the Trust is an active waterfront. The Trustees discussed offering him a one-year contract with a 4% increase in the rate charged last year. The rate for the 50-foot *Yankee Clipper* is increasing from \$7,280 to \$7,560 for 2024. The rate proposed for the 40-foot *Rachel Carlson* for 2024 will be \$6,115.

The Firehouse lease must be renegotiated. The rent for the Firehouse has been maintained at its current rate for a period of time and an increase would be appropriate. The Center for the Arts is not profitable and is an important part of the City, but it does receive revenue from the restaurant. It could be fair to increase the rent as the revenue from the restaurant lease increases. The new rate could be timed to coincide with the renewal of the lease with the restaurant.

Matt Pieniazek and Mike Sullivan will meet with Paul Hogg about the amount paid for the dock space. An increase of 15% based on inflation could be justified. Dan Mello asked if the rate has been kept low because of the working relationship between the two groups on the waterfront. The Trustees would like to know more about the revenue of the Harbormaster's Department. The rate paid could be based on the percentage of revenue derived from the Trust's property.

e) Website

The website revisions will be discussed at the March meeting.

f) William Harris Memorial

No update.

7. Park Committee Report

a) Park Use Applications

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Sarah Oleson has submitted an application to hold Yoga classes in the park on Sunday mornings between July 7 and September 8, with the exception of Yankee Homecoming. She has been charged \$20 per class in the past.

The Chamber of Commerce has begun advertising Spring Fest on May 25 and 26, but has not yet submitted an application. The fee was to be \$1,600 last year, which the Chamber did to pay. The fee charged for the Fall Festival was \$1,400. The Trust received a bill for membership in the Chamber the first time this year, which the Trustees do not believe was appropriate.

The school concert is scheduled to take place on May 18.

b) Park Manager's Report

A phone meeting with SLS to discuss the renewal of the contract is scheduled for February 22.

8. Other Business

The next meetings will be scheduled for March 20 and April 10.

9. Adjournment

The meeting was adjourned at 8:35 p.m.