

**Newburyport Harbor Commission**  
City Council Chambers  
January 10, 2017  
Minutes

**1. Call to Order**

Chair Andrew Casson called a meeting of the Newburyport Harbor Commission to order at 7:00 p.m. In attendance were Bob Dow, Andrew Casson, Justin Dutcher, Paul Rooney, Dan May, Jamie Knapp and Chris Kealey. Paul Dahn was absent. Harbormaster Paul Hogg was also present.

**2. Minutes**

Paul Rooney moved to approve the minutes of the December 8, 2016 meeting as submitted. Dan May seconded the motion. The motion was unanimously approved.

**3. Water Sheet Application**

Sarah Bellino represented the Carr Island Marina. The applicant is proposing to install two 6' x 25' floats with a 4' x 32' gangway. The new floats would not intrude into the Federal Channel. Ron Guertin said due to the water level and other constraints, he intends to rent the floats seasonally. The final determination from the Army Corp. was received.

Dan May moved to approve the water sheet application for the Carr Island Marina as presented. Paul Rooney seconded the motion. The motion was unanimously approved.

**4. Interviews for Commission Vacancy**

One applicant met with the members to discuss his qualifications to fill the vacancy on the Commission. Jay Lesynski said as a lifetime resident of the city, he has a working knowledge of the river and the community. His grandfather was responsible for the creation of the Harbor Commission.

**5. Subcommittee Reports**

**Budget and Finance Committee**

The FY2018 guidelines and templates have been received. The narratives are due January 27 and the draft budget must be completed by February 10. Andrew Casson will assist Justin Dutcher and Paul Hogg with the preparation of the document.

**Regulations, Safety and Moorings Committee**

Fees were changed in 2015 as an order, not an ordinance. While orders are posted on the City website, only ordinances are reflected in Municode. The fees listed in Municode are therefore outdated. The City Council could be asked to update the ordinance to reflect the changes made through the order.

**Coast Guard City Liaison and Community Outreach Committee**

None

#### **6. Selection of New Harbor Commission Members**

Candidates will be selected to fill two vacancies on the Commission, as Paul Dahn has notified Andrew Casson of his intention to resign. Jamie Knapp moved to authorize the chair to send a letter to Paul Dahn accepting his resignation from the Harbor Commission. Dan May seconded the motion. The motion was unanimously approved.

Paul Rooney moved to enter into an executive session at 7:31 p.m. for the purpose of discussing the candidates being considered to fill the vacancies on the Commission. Jamie Knapp seconded the motion. The motion was unanimously approved.

Paul Rooney moved to return to the regular session at 7:53 p.m. Jamie Knapp seconded the motion. The motion was unanimously approved.

Justin Dutcher moved to recommend to the mayor that Adam Armstrong and Jay Lesynski be selected to fill the vacancies on the Harbor Commission. Jamie Knapp seconded the motion. The motion was unanimously approved.

#### **7. Harbormaster's Report**

Paul Hogg reported:

- the new facility is 98% complete. The trailer will be removed shortly.
- monthly meetings and safety trainings continue to take place for the Whittier Bridge construction. The project should be completed by September 2017. Details will continue through November.
- Touch a Boat day will take place on June 10.
- a tall ship is scheduled to be in port on Memorial Day weekend.
- Bridge Marina has begun the process of moving its floats back 25 feet.
- the storage of the docks on the central waterfront should be a part of the plan the NRA is developing for an expanded park.
- the next meeting of the Harbor Commission could take place at the new facility.

#### **8. Review of Harbor Commission Member Positions**

Subcommittee assignments will be made after the City Council has approved the candidates selected to fill the vacancies on the Commission.

#### **9. General Discussion**

Chris Kealey will continue to work on a website for the Harbormaster's Department. The site would have a link to the City's website. Andrew Casson will update the Coast Guard City website.

#### **10. Adjournment**

Jamie Knapp moved to adjourn the meeting at 8:30 p.m. Justin Dutcher seconded the motion. The motion was unanimously approved. The next meeting of the Newburyport Harbor Commission will take place on Thursday, February 9, 2017.