

Newburyport Harbor Commission
City Council Chambers
March 10, 2016
Minutes

1. Call to Order

Chair Brad Duffin called a meeting of the Newburyport Harbor Commission to order at 7:05 p.m. In attendance were Brad Duffin, Bob Dow, Jamie Knapp, Andrew Casson, Paul Dahn, and Justin Dutcher. Dan May, Paul Rooney and Chris Kealey were absent. Harbormaster Paul Hogg was also present.

2. Minutes

Justin Dutcher moved to approve the minutes of the February 11, 2016 meeting as submitted. Bob Dow seconded the motion. The motion was approved with Paul Dahn abstaining.

3. Harbormaster's Facility

The new bids for the project were lower than the previous bids because winter conditions were avoided. It was decided a ribbon cutting ceremony would be held rather than a groundbreaking ceremony due to the short amount of time before work is to begin. The steel has been ordered and the old building is to be demolished next week. The construction trailer is on site and is in a location that is beneficial with regards to visibility and access to the power box.

4. Subcommittee Reports

Budget and Finance Committee

Andrew Casson presented the draft budget. He said expenditures would increase in FY2017 but would decline the following year. The reason for the increase is the one-year bond and some one-time expenses related to the new facility. A new line item was created for the Fish Pier, which has a revenue stream. The proposed budget is greater than expected revenue. If 100% of the budget were to be spent, the excess would have to be taken from retained earnings.

When she reviewed the budget, Mayor Holaday suggested \$15,000 be added for the maintenance of the new facility. The cost to keep up the new restrooms is not yet known and should be a separate line item. The expense could be estimated from the amount spent on the Plum Island restrooms. The figures must be better defined before they are presented to the City Council. The architects were to provide an estimate of maintenance costs but these figures have not yet been received.

Brad Duffin moved to accept the budget as presented in principle, provided no changes to the figures for the maintenance of the facility are required when the additional information from the architects has been received. Paul Dahn seconded the motion. The motion was unanimously approved.

Regulations, Safety and Moorings

Chris Kealey has reviewed the ordinance but no report was available at this time.

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Coast Guard City Liaison and Community Outreach Committee

No report.

5. Harbormaster's Report

Paul Hogg reported that:

- he has been working to move the office into the new construction trailer and to set up telephone, computer and electrical service.
- the ordinance posted online must be updated to be in keeping with the changes approved by the City Council regarding dock fees and waterways fees. The signage does not need to be changed.
- he has begun the process of hiring new employees for the season.
- the waterways permits will be sent out at the end of the month.
- the docks will be put in around April 8 in order that they are not in the construction area.
- Michael Mroz requested approval for the visit of *El Galeon*, a 170-foot replica of a 16th century Spanish galleon. The tall ship would dock at the central waterfront from May 26 to 30. The Custom House would be responsible for all costs related to the event. The Commission members thought the visit would benefit the City. No vote was needed.
- he is pleased with the letter of support Justin Dutcher prepared on dredging and forwarded him the contact information for the Army Corp.
- details at the Whittier Bridge are set to begin on April 1.
- he sent a letter to the Waterfront Trust about damage done to an electrical box when one of the vessels in the embayment was untied. This is the second occurrence and the police have been notified.

6. Public Comment

None

7. Adjournment

Andrew Casson moved to adjourn the meeting at 8:15 p.m. Jamie Knapp seconded the motion. The motion was unanimously approved. The next meeting of the Newburyport Harbor Commission will take place on Thursday, April 14.