

Newburyport Harbor Commission
City Council Chambers
April 11, 2013
Minutes

1. Call to Order

A meeting of the Newburyport Harbor Commission was called to order by Acting Chair Bob Dow at 7:00 p.m. In attendance were Paul Rooney, Justin Dutcher, Steve Hines, Bob Dow, Andrew Casson, Dan May and Jamie Knapp. Brad Duffin and Paul Dahn were absent.

2. Minutes

Andrew Casson moved to approve the minutes of the March 14, 2013 meeting as amended. Jamie Knapp seconded the motion. The motion was unanimously approved.

3. Harbormaster's Facility

Bob Dow said he and Paul Dahn met with Andy Port and Geordie Vining about preparing a scope of work for a feasibility study and design for the proposed Harbormaster's facility. The \$100,000 budget would require that the project be put out to bid. After the scope of work has been written the project would be advertised, the submitted proposals would be rated and a recommendation to the mayor would be made. Geordie Vining will help prepare the scope of work and will research potential sources of grants. Efforts will be made to have the RFP completed by the May Harbor Commission meeting.

Bob Dow said it might be desirable to move the monument to the fishermen closer to the Custom House and to construct the Harbormaster's facility in its place. The facility would then be located entirely on City property instead of on NRA land. The fishermen memorial and Coast Guard memorial could be located together on the site of the existing Harbormaster's shack. The new location would put the memorials in line with the Custom House and would make them more accessible to visitors. The families of the fishermen would be notified in advance about the possible relocation of the monument. Paul Hogg said he would speak with the family members, as they frequently visit the monument.

A possible source of funding might be a US Department of Fish and Wildlife Boating Infrastructure Grant. The program provides funds to construct, renovate and maintain facilities for transient boats 26 feet or more in length that are used for recreation. The application must be completed by April 30. A second round of funding would be available on July 1. Paul Hogg said he would like to receive funds from both rounds.

Justin Dutcher moved to explore the possibility of locating the Harbormaster's facility to the east of its current location. Paul Rooney seconded the motion. The motion was unanimously approved.

4. Harbormaster's Report

Paul Hogg reported that:

- The jetty project is nearing completion and the parking lot is to be repaved shortly.
- The Army Corp. has reported that the channel is deeper than it was last year.
- Office hours have begun for the season and he has begun receiving Waterways Permit applications.
- The docks are to be installed the weekend of April 20.
- The lifeguards are being trained and tested.
- Lifeguard stands have been obtained from Salisbury.
- The new safe boat has arrived and is being stored at the Greenleaf Street Fire Station. He received an estimate of \$36,000 for two Honda four-stroke engines, which have a good warranty. The radios have been installed on the boat. He said the multifunctional boat would be a big asset for the city. The police and fire departments are each contributing \$2,500 towards the maintenance of the boat but it will belong to the Harbormaster Department. It will be docked at the central waterfront with the patrol boat and the pump-out boat will be docked at Cashman Park.

5. General Business

The next meeting of the Harbor Commission is scheduled for May 9.

6. Adjournment

Andrew Casson moved to adjourn the meeting at 7:50 p.m. Jamie Knapp seconded the motion. The motion was unanimously approved.