

Newburyport Harbor Commission
City Council Chamber
May 12, 2011
Minutes

1. Call to Order

A regular meeting of the Newburyport Harbor Commission was called to order by secretary Neil Bleicken at 7:00 p.m. In attendance were Brad Duffin, Neil Bleicken, Andrew Casson, Bob Dow, Steve Hines and Jamie Knapp. Also in attendance was Harbormaster Paul Hogg.

2. Minutes

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

3. Harbormaster's Budget

Andrew Casson distributed copies of the budget as it was presented to the City Council, which included a five-year history of the accounts and the year-to-date figures. He said while the Commission controls its own budget it must be approved by the City Council. Also, funds cannot be transferred from one line item to another without Council approval. He recommended that the some of the accounts be combined. The City Council will be reviewing the budget on May 26.

The cost of two pay-and-display machines and three gates is approximately \$39,000. The Commission plans to request that \$40,000 be transferred from retained earnings in order to make up the difference between income and expenses. City Council approval is needed to transfer funds from retained earnings.

Paul Hogg said that the season has been slow at Cashman Park for far this year due to the weather. Fewer boaters have registered than by this time last year. Bob Dow said a good job was done on the budget report, which is easier to understand than it has been in the past.

4. Coast Guard Cities Application

Neil Bleicken said the application is nearly complete. He is currently working on the history portion, which is an important part of the application. He will be sending his draft out to be reviewed by Commission members.

5. Vacancy

Commission members discussed methods of reaching potential candidates to fill the vacancy on the board. It was decided that members would begin by recruiting candidates. Interested parties will be advised to send a letter of interest and resume to the Commission. If this method is not successful, an advertisement will be placed in the *Daily News*.

6. Harbormaster's Report

Paul Hogg reported that

- the testing of water at the beach will begin on May 23. Five locations will be tested one week and three the next.
- he has received complaints about the conditions at the mouth of the river. At low tide the depth of the water is only about two feet due to the development of a sand bar on the north side of the mouth. Charter boat owners have said they are losing revenue because they are not able to go

out at low tide. The depth charts are no longer correct and there is a concern that boaters will hit the sand bar. He said he has contacted the Mayor and the Coast Guard about the situation. Brad Duffin said the Coast Guard has the primary responsibility for notifying boaters. He suggested Paul Hogg notify Chief Holm in writing and contact the Army Corp. of Engineers. He also said the boaters need not be concerned about the sand bar if they stay within the federal channel. He said Paul Hogg should ask the marinas to recommend to boaters that they stay within the federal channel even if the waters are rough there. He also suggested he contact the Salisbury harbormaster.

- he has sold 650 waterways stickers to date and expects to sell 1,400, which is a little more than last year.
- he received approval from the City Council to install pay-and-display parking meters at Cashman Park and to issue violations. The Waterfront Trust had agreed to lend the Commission its meter but had placed many conditions on the offer, which was therefore rejected. Brad Duffin asked about installing a meter at the Plum Island Point parking lot. This would require a change in the City ordinance and might be considered for next year.

7. New City Docks

Bob Dow received a detailed invoice from Atlantic Dock and Marine for \$3,500. The expenditure of this amount was approved at the April meeting contingent upon the receipt of drawings with a valid stamp. The company has stated it would be able to provide the drawings.

8. Miscellaneous Business

Andrew Casson said his term on the Commission has been renewed. Brad Duffin asked Neil Bleicken to post the expiration dates of members' terms.

Neil Bleicken asked about the installation of a light for the flagpole at Cashman Park. Steve Hines will take care of obtaining and installing the light and will submit the receipts to Paul Hogg.

9. Transient Boater's Facility

Steve Hines said he and Brad Duffin met with Andy Port about moving the barn at Cashman Park.

10. Meeting on Waterfront Development

Brad Duffin said he attended a meeting that was hosted by Andy Port to discuss a common vision for the waterfront. Others in attendance included Mayor Holaday, Cliff Goudey, Doug Locy, James Shanley, Geordie Vining and consultant Barry Abramsom. He said he believes there should be a comprehensive plan for the waterfront from the Gillis Bridge to the Coast Guard Station to prevent development from taking place in a piecemeal way. He asked Commission members to contemplate their visions for the waterfront so that the topic might be discussed at the June or July meetings.

11. Adjournment

Jamie Knapp moved to adjourn the meeting at 8:45 p.m. Steven Hines seconded the motion. The motion was unanimously approved.