

Newburyport Harbor Commission

City Hall Conference Room

June 7, 2012

Minutes

1. Call to Order

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

2. Minutes

Neil Bleicken moved to approve the minutes of the May 10, 2012 meeting as amended. Justin Dutcher seconded the motion. The motion was unanimously approved.

3. New Harbormaster's Facility

Paul Dahn said he and Bob Dow have developed a list of three or four architects that might be interested in providing a preliminary design for the new Harbormaster's facility. One of the architects, Brian Libby, suggested the Commission first consult an environmental engineer. Paul Dahn and Paul Hogg intend to speak with Tom Hughes, an engineer who has been involved extensively with environmental permitting. Brad Duffin asked Paul Hogg to remind Mayor Holaday the Commission is moving forward with the project. Neil Bleicken said he spoke with Geordie Vining about the boundaries of the parcel. He said the City owns the land downriver from the Harbormaster's shack and all of the Fish Pier. He said the NRA owns the land upriver of the structure. He said that while the Fish Pier is to be used by the fishermen, City use would not be excluded, resulting in a large area that might be considered for the new facility if the memorial were to be moved. The NRA has expressed a commitment to work with the Commission. Brad Duffin asked that the boundaries of the City land be confirmed and a map of the area be provided. He said the Commission must first determine the boundaries of the available land and then overlay the plan with the needs of the Harbormaster and the Harbor Commission for a transient boaters' facility and the input of the architect and environmental engineer. He said that depending on the size of the parcel available, the Waterfront Trust's ticket booth or the Chamber of Commerce's kiosk might be incorporated into the facility.

4. Coast Guard City Celebration

Paul Rooney said the new admiral is scheduled to attend events on the Friday and Saturday of the celebration. The USO Liberty Belles will be performing on Friday evening and at some waterfront activities on Saturday and will be in the parade. The presence of the *Pendant* has been confirmed and an 87-foot boat has been requested, along with the aircraft for a flyby. Paul Dahn will send a list to Paul Rooney of the donors for the Cashman Spirit award in order that they might be invited to the ball. Neil Bleicken said Andrew Casson is setting up a separate bank account through Bill Squillace for the award and any incidental expenses associated with it. Paul Rooney said Dot Black

June 7, 2012

from Rockland, Maine, who supported the City's application, would attend the proclamation on Saturday. Progress is being made on the plans for the float, which will be left at Overland Marine while it is being decorated. The Liberty Belles and children from the station will ride on the float. A unit from Station Merrimack River will tow its new boat in the parade.

The Coast Guard will be hosting a children's boating safety class and a station tour for the Newburyport Mother's Club.

Paul Rooney said the maintenance of a log would be critical for recertification.

5. Committee Updates

Jamie Knapp said he has been working on the new rate structure for the docks that is to be put into effect for next year.

6. Harbormaster's Report

Paul Hogg reported that:

- expenses and revenues are on target.
- policies and procedures are in place and all training is up to date.
- the ties on the railroad bridge next to the Gillis Bridge are being repaired.
- he attended a three-day certification class in Plymouth.
- there were 22 attendees at the Coast Guard Auxiliary's Boater Safety Day in May.
- the Army Corp. is planning to undertake a complete study of the harbor entrance and jetties.
- Paddlesmart Day is June 23.
- the City Council Budget and Finance subcommittee has reviewed the budget.

7. Election of Commission Secretary

Neil Bleicken proposed to amend the procedures adopted by the Commission at its February 10, 2011 meeting to allow the position of secretary to be filled by an alternate member. Neil Bleicken nominated Justin Dutcher for the position of secretary. Paul Rooney seconded the motion. The motion was approved. Justin Dutcher said he was concerned about the time that would be required to fulfill the duties of the position. Jamie Knapp will assist him with the tasks. Neil Bleicken will provide a job description. The committee assignments will be revisited.

8. Adjournment

Paul Rooney moved to adjourn the meeting at 8:00 p.m. Jamie seconded the motion. The motion was unanimously approved.