

Newburyport Waterfront Trust
Police Station Conference Room
October 17, 2018
Minutes

1. Call to Order

Chair Steve Hines called a meeting of the Newburyport Waterfront Trust to order at 7:00 p.m.

2. Roll Call

In attendance were Trustees Sean Bradley, Steve Hines and Matt Pieniazek. Wilbur Shenk and Dan Mello were absent. Also in attendance was Attorney Grace Connolly.

3. Minutes

Matt Pieniazek moved to approve the minutes of the September 19, 2018, meeting as submitted. Sean Bradley seconded the motion. The motion was unanimously approved.

4. Treasurer's Report

The cash balance on September 30 was \$238,933, down \$2,133 from the previous month. Receipts totaled \$8,033 and included \$7,750 in dockage fees for the *Yankee Clipper* and the *Captain's Lady*, \$275 for a wedding and \$8 in interest. Expenses for the month totaled \$10,166 and included \$2,349 for the monthly landscaping contract; \$1,630 for the park manager and minute taker; \$126.65 for irrigation system maintenance; \$157.04 for the printing of lawn signs; \$228 for the Handyman for the installation of a bench plaque; \$135.84 for hoses and park maintenance supplies; \$2,470 for the Firehouse for the use of the restrooms; \$70 for the Commonwealth non-profit corporation filing fee and \$3,000 for the Trust's share of the property survey cost.

The *Ninth Wave* and *Yankee Clipper* owe \$106 for electrical services, the Geiger Crisis Center owes \$135 for the walk against domestic violence and \$17,500 is outstanding from the City for the parking contract.

Sean Bradley moved to approve payments for bookkeeping services for the third quarter in the amount of \$1,155 and to Wilbur Shenk for reimbursement for the domain name registration in the amount of \$1,155. Matt Pieniazek seconded the motion. The motion was unanimously approved.

Sean Bradley moved to issue an invoice to the NRA for its portion of the monthly contract in the amount of \$1,024.13. Matt Pieniazek seconded the motion. The motion was unanimously approved.

5. Chair's Report

Steve Hines reported:

- The NRA awarded the sale of 25 Water Street to the Newburyport Maritime Society with the conditions the use shall be restricted to that of the operation of a maritime museum open to the public and the property shall not be sold, leased or mortgaged without the consent of the Newburyport Redevelopment Authority or the City of Newburyport.

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- He met with Mayor Holaday about the recommendation from TRC that a phase 2 study be conducted. A partnership with the City for funding the work will be discussed after the election.

6. Newburyport Redevelopment Authority Land Transfer

The deed for the rectangular piece of registered land being transferred from the NRA to the WFT has been signed. Kathleen O'Donnell is working to prepare draft deeds for the NRA parcels that are to be transferred to the Trust. The Declaration of Public Trust must be amended and approved by the mayor and city council.

7. Phase 2 Assessment

TRC submitted a proposal for a phase 2 assessment. The projected cost is higher than was expected. It would be necessary to enter into a cooperation agreement with the NRA for the work to proceed. The land could be transferred before the phase 2 assessment has been completed provided the City agrees to indemnify the Trust.

8. Park Use Applications

An application was received from the performing arts department of the Newburyport Public Schools for the use of the stage on June 8 from 10:00 to 3:00 with set up on June 7. The application included the addition of a food truck at this year's event. The truck must be parked in front of the Firehouse or in the NRA lot because it would not be allowed in the park.

9. Park Manager Report

Edith Heyck reported:

- she and Mike Hennessey have been assessing the condition of the trees in the park.
- she is negotiating the elimination of the fee for the Rhythm and Roots festival in exchange for tree pruning.
- the Handyman submitted a proposal for \$1,750 for the repair of signage and lamppost bases. The proposal will be assessed in the spring.
- A proposal was received from Szychewicz Landscaping for the bank beds, which have been neglected. She and Wilbur Shenk will review the proposal. The banks have donated funds but they have not been used yet.
- six additional Adirondack chairs will be installed along the berm in the spring.

10. Park Committee Report

Matt Pieniazek moved to approve a proposal from Swazey and Alexander in the amount of \$850 for the deep-root feeding of the trees in the park. Sean Bradley seconded the motion. The motion was unanimously approved.

11. Adjournment

The meeting was adjourned at 7:50 p.m. The next meeting of the Waterfront Trust will take place on Wednesday, November 28.