

Newburyport Waterfront Trust
Online Meeting
November 15, 2023
Minutes

1. Call to Order

Chair Matt Pieniazek called an online meeting of the Newburyport Waterfront Trust to order at 7:33 p.m.

2. Roll Call

In attendance were Trustees Matt Pieniazek, Leslie Eckholdt and Mike Sullivan. Dan Mello and Steven Wallace were absent.

3. Minutes

Leslie Eckholdt moved to approve the minutes of the October 18, 2023, meeting. Mike Sullivan seconded the motion. The motion was approved by a 3-0 vote (Matt Pieniazek, yes; Mike Sullivan, yes; Leslie Eckholdt, yes).

4. Treasurer's Report

Leslie Eckholdt reported that at the end of October, the Trust's assets totaled \$329,567. The City owes \$28,726 and sent an invoice for \$50,000 for the bulkhead repair project. The Harbormaster owes \$5,000, which is 90 days overdue. She said she looked into the finances of the Harbormaster's Department, which showed a profit of \$80,000 for FY23. The lease must be renewed at the end of the year and she would like to increase the rate to \$10,000

5. Approval of Invoices

Matt Pieniazek moved to approve payments to C. Russell in the amount of \$1,053.00; C. Rau in the amount of \$486.00; S. Parker in the amount of \$472.00; G. Joy in the amount of \$300.00 and SLS in the amounts of \$2,855.56 for the monthly contract, \$722.50 for Pop Up Park maintenance, \$3,370.00 for the Custom House Way rose garden clean up and \$126.00 for the removal of leaf bags. Mike Sullivan seconded the motion. The motion was approved by a 3-0 vote (Matt Pieniazek, yes; Mike Sullivan, yes; Leslie Eckholdt, yes). The City will pay 40% of the cost of the rose garden clean up.

Mike Sullivan moved to approve a quote from CSC Electrical in the amount of \$1,985 to retrofit 19 lamp fittings on the waterfront. Matt Pieniazek Sullivan seconded the motion. The motion was approved by a 3-0 vote (Matt Pieniazek, yes; Mike Sullivan, yes; Leslie Eckholdt, yes).

6. Ongoing Projects

a) Bulkhead Repair

The work is progressing and is reported to be ahead of schedule.

b) Boardwalk Repair

Mike Sullivan is having a drawing of the boardwalk prepared.

c) Leases Renewals

The process of renewing the summer boat leases and the Firehouse lease will begin after the new year. It is not known if the bulkhead work will have progressed enough to allow the winter boats to use the embayment. Matt Pieniazek will look into the calculation of the reimbursement made to the Firehouse for restroom use.

d) Website

Steven Wallace was not present to provide an update.

e) William Harris Memorial

No update.

7. Park Committee Report

a) Park Use Applications

No new applications were received.

b) Park Manager's Report

Edith Heyck reported that a final clean-up of leaves will be done in the beginning of December. She is obtaining new signs to warn of slippery conditions in the park during the winter. The winter maintenance contract with the DPS must be renewed. It might be necessary to hire an additional garden worker next fall, as some of the current workers are not capable of performing heavier work.

8. Other Business

Matt and Mike attended a meeting of the Ad Hoc Committee on Market Landing on November 1. The DPS provided a cost estimate that City Council requested of the cost of maintaining the entire park. The City does not have the authority to assume the responsibility for the maintenance of the Trust property. It was stated at the meeting that the City obtained a legal opinion that the Trust is subject to the 30B procurement laws. Grace Connolly will be asked for an opinion. The Trustees do not think it would be logical for the park to be maintained as two separate properties. They discussed their mandated responsibility to maintain their lands. While the City might be in a better position to put a maintenance contract out to bid, the Trust would be better suited to managing the entire park. The DPS is equipped for snow and trash removal and would not be equipped to manage the gardens or programming. The Ad Hoc Committee is scheduled to meet again on November 28. It appears that some committee members would like to disband the group at that time, but the Trustees are of the opinion that this would be premature. Matt Pieniazek will attempt to meet with the DPS before the Ad Hoc Committee meeting.

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9. Adjournment

Leslie Eckholdt moved to adjourn the meeting at 9:25 p.m. Mike Sullivan seconded the motion. The motion was approved.