

**Newburyport Waterfront Trust**  
Online Meeting  
May 19, 2021  
Minutes

**1. Call to Order**

Chair Wilbur Shenk called an online meeting of the Newburyport Waterfront Trust to order at 7:00 p.m. He began the meeting by acknowledging the contributions of Bill Harris to the Trust and the city and held a moment of silence.

**2. Roll Call**

In attendance were Trustees Wilbur Shenk, Matt Pieniazek, Mike Sullivan and Dan Mello. Sean Bradley was absent.

**3. Minutes**

Matt Pieniazek moved to approve the minutes of the April 21, 2021, meeting. Wilbur Shenk seconded the motion. The motion was approved by a 3-0 vote (Wilbur Shenk, yes; Matt Pieniazek, yes; Dan Mello, yes; Mike Sullivan, absent).

**4. Regular Business**

**a) Treasurer's Report**

No report.

**b) Approval of Bills**

Dan Mello moved to approve a payment to the City of Newburyport for the snow removal contract in the amount of \$2,000. Matt Pieniazek seconded the motion. The motion was approved by a 3-0 vote (Wilbur Shenk, yes; Matt Pieniazek, yes; Dan Mello, yes; Mike Sullivan, absent).

**c) Memorial Fund**

Contributions totaling approximately \$2,000 have been made to date in honor of Bill Harris. The funds will be held in a separate account and a decision on their use will be made after the park design has been finalized.

**5. Ongoing Projects**

**a) Memorandum of Understanding**

Wilbur Shenk said he and Matt Pieniazek have been working with Mayor Holaday and Grace Connolly to reach an agreement on the MOU. The final draft has been delivered to the Mayor on May 19 and invoicing under the agreement should be able to begin.

**b) Harbor Commission/City Lease**

Wilbur Shenk said he and Matt Pieniazek have been working with Grace Connolly on the draft lease with the City. The draft has been sent to Mayor Holaday on May 19 and must be reviewed by the Harbor Commission. He expects that some revisions will be made before document is signed.

**c) Ad Hoc Park Expansion Plans**

Matt Pieniazek said a site visit took place with representatives from Sasaki Associates on April 22. It is expected the preliminary design would be presented to the public at the end of August or the beginning of September. The construction of the park has been included in the City capital investment plan for 2023 and 2024. In the design the NRA proposed, the bike path would curve through the park, which has created a concern about pedestrian safety. Other factors to be considered are the winter storage of the docks and emergency vehicle access to boats on the docks and in the embayment.

The City budget for next year includes the repair of the bulkhead to the east of the embayment. The dredging of the embayment and the fish pier is targeted for the 2026 budget. Dan Mello said he has been speaking with Harbor Commission member Jay Lesynski about working towards a sustainable waterfront. Funds should not be expended only on the landside and piecemeal dredging is not effective. Deeper water is needed in order for more tall ships to visit the port, which would create an opportunity for revenue and engagement.

**d) Parking Agreement**

No action is being taking on the agreement at the current time. The City continues to make payments under the terms of the previous agreement.

**e) Light Replacements**

The two new light poles have been installed on the boardwalk at the cost of \$3,800.

**f) Boardwalk Repairs**

The Planning Department was not able to provide assistance in identifying contractors who could work on the replacement of boards on the boardwalk. The Trustees have identified approximately 100 boards that could be replaced, which would be costly. Mike Sullivan recommended prioritizing the replacement of the boards that create a safety hazard and suggested contacting the Building Department about contractors. The condition of the structural base is questionable and could be examined when work is done on the bulkhead. Edith Heyck will get information on the composite material that was used on the boardwalks in the Parker River Wildlife Refuge.

**g) Summer Commercial Boat Leases**

Bob Yeomans of Sydney Lee Charters will occupy the space vacated by the *Ninth Wave*. Grace Connolly prepared the lease and the check has been received.

**6. Parks Committee Report**

**a) Park Use Applications**

Megan Kinsey of Motivate Barre was asked to pay \$350 to hold yoga classes in the park on Saturday mornings, which was more than she felt she would be able to pay. She plans to hold fewer sessions than Sarah Oleson, who was charged \$350. Matt Pieniazek moved

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to accept \$250 from Motivate Barre for Saturday morning yoga classes. Dan Mello seconded the motion. The motion was approved by a 4-0 vote (Wilbur Shenk, yes; Matt Pieniazek, yes; Dan Mello, yes; Mike Sullivan, yes).

Matt Pieniazek contacted FUEL about its plans for classes but has not yet received a definitive response. The business has its own facility and would be able to use Cashman Park for free. He would like to offer the business the use of the park for one day a week for two months at no charge.

Mike Sullivan contacted Julie Luskin about her picnic business, The Local Spread. She indicated she would not be able to pay a fee. She will be allowed to use the park for her business for no fee on a trial basis with certain conditions. She may not use the central part of the park for the picnics and may hold no more than one at a time. The size of the group must be limited. No alcohol may be served. Her website encourages those who select the park as a picnic site to bring lawn games. She will be informed the park is a passive one. She may not solicit for her business in the park. If the business proves to be successful, she should expect to be charged a fee.

**b) Park Manager's Report**

Edith Heyck reported that Tom Joy has reset six planks on the boardwalk and is painting benches, trash receptacles and light pole bases. She has been working with SLS to turn on the irrigation system and has been providing instruction to the workers who maintain the park. She is working with Jim Maranto to secure the electric box on the left side of the stage. She would like to plant annuals in the six tree rings in front of the Firehouse at City expense. A proposal was sent to the Mayor but a response has not yet been received.

One Adirondack chair is missing and will be replaced. Atlantic Fence fixed the doors on the dumpster enclosure. Door stops should be added to prevent damage. Trash from Sea Level is being left outside of the fenced area.

The Trust will adopt a policy consistent with the City Ordinance regarding the performance of music. No amplification shall be permitted. Except by prior approval, performances may last only three hours in each location and must be concluded by 9:00 p.m.

Mike Sullivan moved to provide the Horticultural Society with \$500 for plant materials for the three beds it maintains. Dan Mello seconded the motion. The motion was approved by a 4-0 vote (Wilbur Shenk, yes; Matt Pieniazek, yes; Dan Mello, yes; Mike Sullivan, yes).

**7. Public Comment**

None

**8. Adjournment**

The meeting was adjourned at 8:35 p.m. The next meeting of the Newburyport Waterfront Trust will be scheduled for Wednesday, June 16, 2021 at 7:00 p.m.