

**Newburyport Waterfront Trust**  
Online Meeting  
July 20, 2022  
Minutes

**1. Call to Order**

Chair Wilbur Shenk called an online meeting of the Newburyport Waterfront Trust to order at 7:00 p.m.

**2. Roll Call**

In attendance were Trustees Wilbur Shenk, Leslie Eckholdt, Matt Pieniazek, Dan Mello and Mike Sullivan.

**3. Minutes**

Matt Pieniazek moved to approve the minutes of the June 22, 2022, meeting. Leslie Eckholdt seconded the motion. The motion was approved by a 5-0 vote (Wilbur Shenk, yes; Matt Pieniazek, yes; Leslie Eckholdt, yes; Dan Mello, yes; Mike Sullivan, yes).

**4. Regular Business**

**a) Treasurer's Report**

Wilbur Shenk reported that the income for the month of June month totaled \$28,716 and included \$460 for park-use activities, \$17,500 from the City for parking and \$2,253 for reimbursements, \$8,500 from the tour boats and \$3 in interest. Expenses for the month totaled \$30,224, resulting in a negative cash of approximately \$1,500. The amount spent on landscaping was higher than usual due to the repair of the water line. The remaining expenses were as expected.

Wilbur Shenk said the income for the year was \$150,287, while the expected income was \$137,354. The increased revenue derived from the raising of the contracts for two tour boats to market rate and from the Firehouse being brought up to date in its payments.

The expenses for the year totaled approximately \$133,000, while \$171,000 in expenses was projected. The expenses for park maintenance and the handyman were lower than expected. The repair of the electrical service in the embayment was budgeted at \$20,000, while \$959 was spent on what might prove to be a temporary solution. Other anticipated projects did not take place. The mortar joints on the stage were not sealed. The trash barrels were not repaired. This is a project that could be done in the off season. It is possible that the trash barrels would be replaced to have a consistent appearance with those planned for the expanded park. Much less was spent on boardwalk maintenance than expected. Tom Joy said he will continue to replace boards as the need arises.

Wilbur Shenk and Leslie Eckholdt will meet with Edith Heyck to compile a list of future projects with their expected costs for discussion at next meeting.

**5. Ongoing Projects**

**a) Commercial Boat Leases**

Dan Mello said Grace Connolly does not have a signed lease from one of the winter fishing boats.

**b) Parking Agreement**

Wilbur Shenk and Matt Pieniazek again met with Richard Jones and Susan Acquaviva about the parking contract. Wilbur Shenk said the City will clear about \$34,000 after the Trust is paid its \$70,000. This figure is based on 11 months and is likely to be greater once the final figures for the year are tallied. He said he sees this money as belonging to the Trust, but the City wants to earn a profit on its management of the parking lot. The Trust agrees that the cost of managing the lot is higher than for the average City lots because the spaces turn over more frequently. The Trust's allocation of the overhead based on revenue would be about 14% or 15%. A meeting will take place with the Mayor on August 11 to attempt to negotiate a new contract. The amount the Trust receives under the agreement has not changed despite the doubling of parking rates and the increase in hours.

**c) Ad Hoc Central Committee on Market Landing Park Expansion**

A presentation was made to the Ad Hoc Committee on June 29 on the updated plans for the expanded waterfront park. The construction would be divided into three phases, with the first work taking place along the water. The visitor center and restroom facility would be a part of the third phase. The proposed location of the bathroom facility was moved to be closer to the position of the existing building in order for it to be out of the flood plain.

City Council has approved a \$3 million bond for the construction of the park that would be funded through the CPA. The construction estimate was originally \$5 million and is now closer to \$10 million. The Trustees discussed the need for additional green space and less hardscape along the waterfront. They are concerned about the removal of too many parking spaces. It seems that an additional 10 to 20 spaces could easily be added to the proposed parking areas.

**d) Bulkhead Repair**

The City obtained a \$1.7 million grant for the repair of the bulkhead from the embayment to the Harbormaster's Facility. This does not cover the entire cost of the work and the City is seeking additional grants. The estimate for the embayment alone is \$2.1 million.

**e) Bill Harris Memorial**

There is no change to the total of donations. The location of the memorial will be determined after the park design process has advanced further.

**f) Brown's Wharf Sidewalk Extension**

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No new information has been received. Matt Pieniazek will ask David Murphy if he intends to proceed with the project.

**6. Parks Committee Report**

**a) Park Use Applications**

Wilbur Shenk said he turned down a request to rent two parking spaces for a stand that would sell crab cake and lobster rolls.

The City Council Safety Subcommittee appears to be opposed to the placement of vendors along Railroad Avenue during Yankee Homecoming. The Trust will not oppose the decision of the subcommittee.

**b) Park Manager's Report**

Edith Heyck said new signs have been installed about walking bikes on the boardwalk. She said there is about 75% compliance. The three Big Belly trash barrels have been removed for cleaning and repair. Compost is being added on Somersby's Way. Riverfest will take place on July 23. The gardens will be protected with snow fencing during the concert.

The three-year contract with SLS is in its third year. The contract will change after the park has been expanded. Wilbur Shenk proposed extending the contract for one year with a minimal increase rather than rebidding the contract.

**7. Other Business**

The next meeting of the Waterfront Trust will be held on August 17.

**8. Adjournment**

Matt Pieniazek moved to adjourn the meeting at 8:46 p.m. Dan Mello seconded the motion. The motion was approved by a 5-0 vote (Wilbur Shenk, yes; Matt Pieniazek, yes; Leslie Eckholdt, yes; Dan Mello, yes; Mike Sullivan, yes.)