

Newburyport Waterfront Trust
September 12, 2011
Police Station Conference Room
Minutes

1. Call to Order

A meeting of the Newburyport Waterfront Trust was called to order by Co-Chair Doug Locy at 7:00 p.m.

2. Roll Call

In attendance were members Cliff Goudey, Joseph Brown, Catherine Russell, Joyce Enderle and Doug Locy and Manager Charlie Nichols.

3. Repaving of Riverside Park Driveway

Richard Jones spoke about the need to pave the Riverside Park driveway. Doug Locy moved to pay 50% of the cost to pave the Riverside Park driveway up to \$1,500. Cliff Goudey seconded the motion. The motion was unanimously approved.

4. Signage for Parking Meters

Richard Jones said that people who were surprised to receive parking tickets have contacted him, saying they did not see the sign indicating there was paid parking in the lot. He proposed adding signs in the planting beds. Cliff Goudey said the Trust had previously placed signs in the area but they were knocked down by snowplows and the DPS removed the posts. Joe Brown said he is concerned about there being a proliferation of signage in the park and he had counted eight to ten signs between Davis Electric and the Chamber of Commerce. Doug Locy moved to allow the installation of white signs with red lettering in the five locations indicated by Richard Jones. Cliff Goudey seconded the motion. The motion was approved with Joe Brown abstaining.

5. Applications for Park Use

Newburyport and Inn Street Montessori Schools

Two teachers from the Montessori schools spoke about how their students use the park. The preschool has three classes with between 15 and 18 children each. The older children use the park for half an hour per day. On some occasions during the past spring, when both the older and younger children used the Market Landing section of the park at the same time, there were over 70 students in the park at one once. The teachers said the classes seldom use other parks in the city. When Joe Brown asked if the classes could use the park at staggered times in order that there not be so many children there at once. He also said the park is a passive one. He said sometimes the children are taking part in two or three soccer games, while other groups are not allowed to play ball in the park. Catherine Russell said the same standards must be applied to all groups. Cliff Goudey said the mission of the Trust is to make the park available and the use by the schools is appropriate, but the children should play games there rather than taking part in athletic events. Charlie Nichols said signs would be in place for work being done on the lawn

beginning October 4. The older children might take part in planting or maintenance in the park.

Firehouse Pumpkin Carving

Caron Clark said the Firehouse plans to sponsor a pumpkin-judging event on October 23. The pumpkins would not be carved on the site. The event is a community-outreach project and not a fundraiser. There would be no charge for the event unless a fee would have to be paid to the Trust. The WFT would waive its fee for a free event. Joe Brown said the application was a good one.

6. Brown's Wharf Signage

David Murphy and Jen Wright discussed plans for a sign to identify Brown's Wharf tenants. The sign would be located at the head of the parking lot by Davis Auto. Joe Brown said there are 40 signs with a-frames or sidewalk posts in the area and asked how many tenants would make use of the new sign. David Murphy said he has enforcement power in his leases, although he has been tolerant in order to give new tenants an opportunity to start their businesses. He said the purpose of the new sign would be to replace the existing ones. The preliminary plans are for a one-sided, five-foot wide sign that is similar to the city directory. Trust members were concerned about the sign being a distraction to drivers and said the intent should be to attract pedestrians. Joe Brown said the sign should be two-sided. Cliff Goudey said the sign should contain a reference to the Trust and Riverside Park, along with the Trust's logo. Bill Harris said the Trust has defaulted on its duty by making the area primarily a parking lot and not a park. He said the sign should be located by Brown's Wharf and should not block views of the water. Trust members would like to see a more detailed proposal for the sign, which perhaps should include lighting. The sign should be as small as possible while still being effective. Joe Brown said the Trust should also consider what might be done at the entrance to make the area visible as a park.

7. Minutes

Joe Brown moved to approve the minutes of the August 1 meeting as submitted. Catherine Russell seconded the motion. The motion was unanimously approved.

8. Manager's Report

Charlie Nichols reported that:

- he and Doug Locy met with the City about snow removal. The DPS would plow a 51" path along Railroad Ave., along the boardwalk to the Harbormaster's shack and behind the Custom House at an overtime rate. The DPS has purchased a new plow that would allow this work to be done. The DPS plows the Rail Trail for \$3,000, which is less than the amount the WFT paid last year to have the boardwalk cleared. Cliff Goudey said the DPS was not able to plow the boardwalk when it did not have the equipment, but now that it does, the snow removal should be the obligation of the City. He said he does not think the Trust should pay an overtime rate. Joe Brown moved to put \$3,000 in a fund to plow Railroad Ave., Custom House Way, and the boardwalk on a one-year trial basis. Doug Locy seconded the motion. Cliff Goudey said these walkways are City sidewalks

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and should be treated as such. He said not enough research has been done to determine if this is the most economical means of removing the snow and private snow removal companies should be contacted about their rates. The motion was approved with Cliff Goudey voting in opposition.

- he arranged for inmates to clean the park after Yankee Homecoming and fed them lunch. Joe Brown moved to reimburse Charlie Nichols \$49 for the lunches. Catherine Russell seconded the motion. The motion was unanimously approved.
- there is grease and other debris on Railroad Avenue between Not Your Average Joe's and the dumpster. Cliff Goudey said the WFT has a business relationship with the SDAH and the restaurant is a tenant of the SDAH. Doug Locy will speak with the group and follow the conversation with a letter.
- he received a bill for \$150 for seven stumps that were removed in the spring. The work had previously been approved.
- the Harbormaster requested that more planks on the boardwalk be repaired. The work that was approved last month has been completed.

9. Treasurer's Report

Joe Brown moved to pay \$607.50 to the Handyman, Inc. for repairs to the planking on the boardwalk, \$685 to ND Landscape for fungicidal treatment of the lawn and sprinkler head repair, and \$80 to the Greenskeeper watering and fertilizing during the month of August. Doug Locy seconded the motion. The motion was unanimously approved. Charlie Nichols said he had authorized ND Landscape to perform the work on the lawn and the sprinkler heads. He said the truck that delivered the screen for the movies was responsible for damaging one of the sprinkler heads. Joe Brown will bill the trucking company when he receives the name and address of the trucking company, along with the date of the occurrence from Charlie. Joe said he collected both the current and past due accounts receivable for a total nearing \$30,000. He said Fuel owes \$150 and the Bike Pedaler owes the final \$50 payment. Cliff Goudey said Fuel claims to have paid. Captain Holt paid \$350 but owes an additional \$350 from last year. Joe said he would like to write off the \$700 that was due from Captain Williamson for the wooden boat that used the embayment for a few weeks last winter as he is now out of business.

10. New Business

Walt Thompson said he is new to the community. He is retired and looking for volunteer opportunities. He said he is concerned with and sign pollution and has had experience overseeing a county beautification program for a county.

Vote to Approve Trustees Term End Date

Doug Locy said the terms of the trustees have traditionally run from January 1 to December 31, but the terms now vary due to the timing of appointments. He spoke with Mayor Holaday and Richard Jones about adjusting the terms. Cliff Goudey said he does not want to change the dates of the current terms but would the adjustment made from this point forward. Doug Locy moved that the expiration date for new appointments be December 31. Joe Brown seconded the motion. The motion was unanimously approved.

Weed Spraying in the Park

Catherine Russell questioned the use of chemicals in the park. She said she is concerned about the children and dogs that use the park. Charlie Nichols said spray is used on the weeds under the bench and among the bricks. ND Landscape uses Round Up and has also been hired by the NRA to maintain its property. It was agreed that the Trust would ask ND Landscape to provide a list of the chemicals used in the park, the purpose of each chemical and the EPA guidelines for the use of the chemicals.

Beautification Coordinator Appointment

Catherine Russell said she has spent many hours maintaining the park and would like to be named as Beautification Coordinator and to work with City officials such as Molly Ettenborough. Cliff Goudey said an events coordinator would be needed when Joyce Enderle's term ends and Charlie Nichols is the park manager. Charlie Nichols thanked Catherine Russell for the work she does in the park, but expressed that he would not want the appointment to impact his job. Catherine Russell said she is passionate about the maintenance of the park. Doug Locy said she should do the work she cares about, but she might have to take on other responsibilities as well. Doug Locy moved to appoint Catherine Russell as the Beautification Coordinator for the Trust and to allow her to coordinate with Charlie Nichols, City officials and other groups as necessary. Joyce Enderle seconded the motion. The motion passed with Cliff Goudey voting in opposition.

11. Old Business

Vision Statement and Annual Report

Doug Locy said Cliff Goudey and Joe Brown each worked on annual reports and he has combined them into one document. Cliff Goudey said he wants one document and he does not want the two versions to be blended. Joyce Enderle said there report should be stated as simply as possible. Doug Locy will work on the vision statement and will circulate his draft.

12. Winter Leases

Joe Brown asked to discuss the 2011-12 winter leases for the commercial fishing boats. He said the conditions in the leases are the same as were approved at the September 2009 meeting for the 2009-10 winter leases and the September 2010 meeting for the 2010-2011 winter leases. It was agreed that the Treasurer would be responsible for the contracts and the accounting and collection of the winter leases.

13. Upcoming Meetings

The next meeting of the Waterfront Trust will take place on Monday, October 3.

14. Adjournment

Joe Brown moved to adjourn the meeting at 10:00 p.m. Doug Locy seconded the motion. The motion was unanimously approved.

