

Newburyport Waterfront Trust
February 6, 2012
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 Joe Brown, Catherine Russell, Scott Sutherland, Cliff Goudey and Doug Locy.

3. Minutes

Joe Brown moved to approve the minutes of the January 9, 2012 meeting as amended. Cliff Goudey seconded the motion. The motion was unanimously approved.

4. Public Comments

Doug Locy said Bill Harris informed him he had not posted the agenda in the time required by the open meeting law. The Trustees are able to discuss old business and administrative matters but are not be able to vote on important matters.

5. Manager's Report

There was no manager's report as Charlie Nichols was not present.

6. Treasurer's Report

Doug Locy distributed a monthly and fiscal year-to-date report. One of the winter lease payments is two weeks overdue.

7. New Business

• Applications for Park Use

Doug Locy asked the Yankee Homecoming committee to file a park use request for the event, which is scheduled to begin on July 29. A check in the amount of \$100 for a July 28 wedding will be deposited.

• Election of Officers

A position of secretary is vacant. The secretary usually managed the events calendar and the bench plaques. A decision must be made about the way in which documents will be archived. The duties of the secretary will be defined by the by-laws. The election of the secretary was deferred until the by-laws had been approved.

• Meeting Schedule

The meetings in May and June will take place on the second Monday of the month. Cliff Goudey will make changes to Yahoo calendar and post it on the public portion of the site. Ari Herzog said the Trust might want to have a page on the City website.

- **Ticket Booth Relocation**

A reasonable estimate was received for the relocation of the ticket booth. A written description of the work was included with the quote but the Trustees would also like to receive a dimensioned plan. The Trust has requested that the granite blocks be preserved and will therefore contribute to the expense of the relocation. Joe Brown said he is opposed to this, as the Trust provides the land on which the ticket booth sits and has not increased its rent for the dock in many years. Cliff Goudey moved that upon the receipt of an acceptable plan the Trust will pay half of the cost, up to \$600, of the relocation of the ticket booth with the three boat owners paying the remaining expense. Doug Locy seconded the motion. The motion was approved with Joe Brown voting in opposition.

- **T-Dock Lease Agreements**

The three agreements were changed from permits to leases. The agreement contains the provisions that the function of the boat is to stay the same and the Trust might allow the occasional and transitory use of the leased premises by others. If this option were exercised the rent would be proportionally reduced.

- **Riverside Park Resident Parking Stickers**

The discussion of the acceptance of resident parking stickers at the Riverside Park lot was deferred until the next meeting.

8. Old Business

- **T-Dock Expansion**

A 50-60 foot expansion of the dock would allow a water taxi to operate between Newburyport and the Salisbury State Reservation. The water taxi would use the dock to load and unload passengers and the boat would be on a mooring overnight. The Harbor Commission has objected to the plan in the past on the grounds that it would interfere with the fairway and restrict the use of the ramp. A meeting might be arranged between Ari Herzog, Mayor Holaday and some members of the Trust and Harbor Commission.

- **HMS Bounty Park Use Fee**

The Mayor has requested that any fees the Trust might charge relating to the visit of the *HMS Bounty* be waived. Scott Sutherland said he would not be opposed to this as long as no fees are charged for the activities planned for Trust property. Joe Brown moved to waive the park use fee for the *HMS Bounty*. Doug Locy seconded the motion. The motion was unanimously approve.

- **Fueling Certificates of Insurance**

A truck must use the NRA parking lot in order to provide fuel at the Transportation Dock. The NRA has requested copies of the certificates of insurance. The Trust has received certificates from Atlantic Fueling and the *Prince of Whales*.

- **Landscaping Consultant**

Doug Locy said that Bob Uhlig would be able to recommend improvements to small sections of the park, such as the area to the west of the Firehouse or the Somerby's Way walkway area, rather than providing a plan for the park as a whole. Mr. Uhlig has indicated that emphasis should be placed on the planting of shrubs rather than trees. He might be asked for recommendations of pruning, fertilizing, lawn care and the use of pesticides.

- **Bookkeeping**

Doug Locy asked Joe Brown to look into alternatives to the way bookkeeping services are provided in order to reduce the cost.

- **Flag Pole Repair**

Scott Sutherland said Graham McKay from Lowell's Boat Shop inspected the flagpole and said it is in good shape. He thinks that it could be repaired with fiberglass, epoxy and paint, but there might be a problem with the portion that is below ground. Trustees will consider if it would be desirable to move the flagpole to another location.

- **Bench Plaque Policy**

Scott Sutherland is assembling contact information on the existing bench plaques and recommended that the policy regarding the plaques be updated. Potential locations for new benches and their cost should be determined. Scott Sutherland moved that an additional plaque might be installed on a bench with an existing plaque at a cost of \$500 with the condition that approval from the original plaque owner is received. Joe Brown seconded the motion. The motion was unanimously approved.

- **Park Maintenance**

Joe Brown moved that the Rosa rugosa, with the exception of those by the transformers, be pruned in the spring at a cost of \$750. Doug Locy seconded the motion. The motion was unanimously approved.

- **By Laws**

Scott Sutherland will prepare draft bylaws for the March meeting.

- **Subcommittees**

- Signage**

Joe Brown and Catherine Russell met with Jen Wright, who suggested that concentration be placed on identity signs. The signs would include the Trust's logo, a map of its properties and a positive statement about the use of the park. She will present three design concepts.

- SDAH**

Scott Sutherland and Catherine Russell met with the SDAH co-presidents, who said they would like to be more aware of the events that are planned for the park. It was agreed that parameters would be set for the use of Railroad Avenue by trucks and further discussions

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will take place. There is a new manager at the restaurant who appears to be more responsive to issues such as the discarded cigarette butts. Scott Sutherland will look into methods for preventing the parking of cars to the west of the Firehouse. The insurance certificates are not in accordance with the lease. The SDAH has only general liability insurance. There are no personal property or umbrella policies and the Trust is not named as an additional insured.

9. Adjournment

Joe Brown moved to adjourn the meeting at 9:50 p.m. Doug Locy seconded the motion. The motion was unanimously approved.