

**Newburyport Harbor Commission**  
City Hall Conference Room  
November 10, 2016  
Minutes

**1. Call to Order**

Chair Andrew Casson called a meeting of the Newburyport Harbor Commission to order at 7:00 p.m. In attendance were Bob Dow, Andrew Casson, Justin Dutcher, Jamie Knapp and Chris Kealey. Dan May, Paul Dahn and Paul Rooney were absent.

**2. Minutes**

Bob Dow moved to approve the minutes of the October 13, 2016 meeting as submitted. Jamie Knapp seconded the motion. The motion was unanimously approved.

**3. Subcommittee Reports**

**Budget and Finance Committee**

None

**Regulations, Safety and Moorings Committee**

None

**Coast Guard City Liaison and Community Outreach Committee**

None

**4. Review of Harbor Commission Member Positions**

Jamie Knapp said he would prefer not to be the chair of the Regulations, Safety and Moorings Committee now that he is the secretary of the Commission, but he intends to continue to serve on the committee. He will remain in the position until a new chair has been selected. Committee assignments will be discussed at the December meeting if the agenda permits.

**5. General Discussion**

**Watersheet Applications**

Two watersheet applications might be on the agenda for the December meeting. Jamie Knapp will scan and circulate a reference document that provides guidance on holding public hearings for watersheet applications. The members should review this material in preparation for the next meeting. It was recommended that in the summer the Mooring Committee should confirm that docks have been installed as permitted.

**Mayor's Meeting with NRA and Waterfront Trust**

Andrew Casson will attend the Mayor's meeting on November 22 with either Jamie Knapp or Bob Dow. The Waterfront Trust contends that as owner of the bulkhead, it is entitled to a portion of the revenue generated from the docks. The Commission members agreed the board's revenue is generated by boaters and therefore should be used for the benefit of boaters. They said they would not be able to commit to a distribution of any dock fees until it is known what would be needed to operate the new facility. In addition, the Commission

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must be able to fund its long-term projects, such as the completion of the fish pier and the dredging of the mouth of the river. The members concluded the current system for managing the waterfront has been successful for many years and should be left as is. They agreed the Commission would be willing sign a lease with the Waterfront Trust for the amount of \$1. The Commission would contribute funds to other ventures as the need arises and as funds permits, which has been the practice in the past.

**Long-term Planning**

The members were asked to give consideration to projects that should be undertaken when the construction of the new facility has been completed.

**6. Harbormaster's Report**

Paul Hogg reported:

- A ceremony for rededicating Newburyport as a Coast Guard City will take place at the Maritime Museum on Saturday, December 3 at 11:00 a.m., which lunch to follow at the Poynt. The ribbon cutting for the new facility will not take place in conjunction with this event but will instead be scheduled for the spring.
- The commercial fishing safety training was a great success and was well-timed, given the recent capsizing of the *Laurie Ann* at the mouth of the river.
- The waters at the mouth of the river continue to be extremely rough. The Commission must pursue the dredging of the mouth, especially on the north side, despite this not being in the Federal channel.
- Mayor Holaday has asked that he and the Commission draft an ordinance on houseboats as soon as possible. Andrew Casson will discuss the issue with her before the next Commission meeting.
- The light on the south jetty tower has been lit and positive feedback has been received on the visibility at the tip of the jetty.
- The Harbormaster's facility is on schedule for a mid-December completion. The exterior work has been finished with the exception of the decking and railings. On the interior painting and the installation of flooring has begun.
- Details at the Whittier Bridge will end on November 15. It is expected the construction will be completed late in the fall of 2017.
- The excise tax bills have been sent out.

**7. Adjournment**

Justin Dutcher moved to adjourn the meeting at 8:42 p.m. Bob Dow seconded the motion. The motion was unanimously approved. The next meeting of the Newburyport Harbor Commission will take place on Thursday, December 8.