

**Newburyport Harbor Commission**  
Harbormaster's Facility  
December 7, 2022  
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 Andrew Casson, Bob Dow, Jamie Knapp, Adam Armstrong, Ron Thurlow, Jay Lesynski, Justin Dutcher, Chris Charos and George Sass. Harbormaster Paul Hogg was also in attendance.

**2. Minutes**

Jamie Knapp moved to approve the minutes of the November 2, 2022, meeting. Bob Dow seconded the motion. The motion was approved.

**3. Committee Reports**

**a) Coast Guard City**

At request of the Station, the Cashman Award was put on hold until January or February. The Master Chief suggested that the award for the previous year be presented annually during these months. He had been reluctant to nominate an individual for 2022 when asked earlier in the year, as he had not been in his position long at that time. The criteria for the award will be provided to each station commander. Ron Thurlow will review the language of the award and update it as necessary. January 26, February 5 or February 9 are possible dates for the presentation of the 2020 award.

**b) Marketing**

No report.

**c) Docks, Moorings and Infrastructure**

Jamie Knapp will draft language for the Ordinance for the 10A permit. The appropriate fee must be determined and a City Council sponsor must be obtained. A change of 10% over the existing conditions will require a new watershed application.

**d) Public Safety and Regulations**

The Health Department is responsible for posting information on CSO events, but the Commission members are concerned that the information is not reaching the public quickly enough. According to State regulations, permanent signs are to be posted at public access points affected by discharges. These signs are to be standardized to be consistent in every community and are to contain a QR code. The Commission members would be willing to purchase permanent signs. The role of the Health Department will be to keep the information on the code up to date. Paul Hogg said the signs should be installed at the marinas, as well as at the ramps. In addition, the information on the City's website regarding CSO events is not up to date. Adam Armstrong will draft a letter to the Mayor about the concerns of the

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Commission regarding this issue. Information must be provided in a timely manner to protect boaters and others that use the river.

Ron Thurlow conducted a kayak class at the end of November. Paul Hogg will post information on Facebook about the next class, which will be held on February 15.

**e) Finance**

The City presented to City Council a request to withdraw \$20,000 from the department's account for the temporary relocation of the transformer. The Commission members had agreed to contribute to the cost, but they had concerns about the process. The transfer was requested without Paul Hogg's prior authorization. In addition, the timing of the request is a concern. The Commission members questioned the need to transfer the funds before the work is to begin. Andy Port has stated the funding must be in place in order for the project to be put out to bid. The Commission would want the funds to be returned if they are not used for the stated purpose.

Adam Armstrong moved to authorize the Harbormaster to transfer up to \$20,000 to the City solely for the purpose of contributing to the cost of providing temporary power to the central waterfront park and docks. Ron Thurlow seconded the motion. The motion was approved.

**4. Harbormaster's Report**

Paul Hogg reported that:

- The Cashman Park docks were taken out on December 6.
- A puddle formed in the newly paved Cashman Park parking lot during a rain event and that area of the lot will be re-graded.
- The weather forecast is not favorable next week for dredging and the crew will leave temporarily to work on another project.
- He was the guest speaker at a successful event at the Maritime Museum.
- The engines have been received for the new boat.
- The contract has been received from H&L for the side dredge.
- The sixth fatality of the year in the river has occurred.

**5. Adjournment**

The meeting was adjourned at 8:48 p.m.