

**Newburyport Harbor Commission**  
Harbormaster's Facility  
January 3, 2024  
Minutes

**1. Call to Order**

Chair Jamie Knapp called a meeting of the Newburyport Harbor Commission to order at 7:00 p.m. In attendance were Chris Charos, Bob Dow, Jamie Knapp, Justin Dutcher, Jay Lesynski, Ron Thurlow and Adam Armstrong. George Sass and Andrew Casson were absent. Harbormaster Paul Hogg was also in attendance.

**2. Minutes**

Justin Dutcher moved to approve the minutes of the December 6 meeting. Jay Lesynski seconded the motion. The motion was approved.

**3. Review of Watersheet and 10A Applications**

**2 Spofford Street**

The applicant has not yet submitted the required information.

**4. Committee Reports**

**a) Coast Guard City**

Ron Thurlow circulated a draft Coast Guard City action plan. The plan outlined the roles of the Commission, the City, the Custom House and the Chamber of Commerce. Each group will be asked to develop a list of proposed actions. The Commission will submit the final list to the Mayor for review and approval. Jamie Knapp suggested that names of contacts for each organization be added. He will contact the Chamber and Custom House. The new operations manager at the station will be asked to attend the February meeting to discuss possible action items.

It was suggested that the Chamber could be asked to approach businesses about providing gift cards to welcome new Coasties to the area. Bob Dow asked about affordable housing and a scholarship program. Some housing is available in Portsmouth. The Coasties receive a housing allowance and are able to stay at the station if they are single. The scholarship would fall under the Cashman Award. The Hines Foundation is in place to provide help for situations where an urgent need exists.

**b) Moorings, Dock and Infrastructure**

The draft 10A permit has been updated. The fees will be listed on a rate table rather than in the Ordinance. That way, it would not be necessary to amend the Ordinance when the fees change. The draft permit will be sent to the City Council. Jim McCauley has agreed to be the sponsor.

**c) Public Safety and Regulations**

Newburyport Harbor Commission  
January 3, 2024

The Commission discussed at length the institution of a requirement for the inspection of mooring chains. For private moorings, the date of the last inspection could be added to the 10A permits. Ron Thurlow will draft a separate form to be used by marinas.

**d) Finance**

Justin Dutcher will prepare a spreadsheet on the financial information. Paul Hogg said the docks were busy during the past season despite the poor weather.

**e) Marketing**

No report.

**5. Harbormaster's Report**

Paul Hogg reported that:

- The docks received an elite status for 2023 from Dockwa. Boaters appreciate the hospitality that is provided.
- All of the piles have been removed from the bulkhead. Cleats will be added in the embayment. The work appears to be ahead of schedule. The docks should be taken out next week.
- He submitted the paperwork for the 2023 Clean Vessel Act and the \$14,000 reimbursement should be received next week.
- He completed 40 hours of in-service training, which included suicide prevention and crowd control.
- Smith Marine is close to finishing the work on the piles at the train bridge.

**6. Other Business**

Jamie Knapp will contact Senator Tarr about Coast Guard City signage for the highway.

**7. Adjournment**

Bob Dow moved to adjourn the meeting at 7:50 p.m. Ron Thurlow seconded the motion. The motion was approved.