

Newburyport Harbor Commission
City Council Chambers
February 4, 2013
Minutes

1. Call to Order

A meeting of the Newburyport Harbor Commission was called to order by Chair Brad Duffin at 7:00 p.m. In attendance were Brad Duffin, Paul Rooney, Justin Dutcher, Dan May, Bob Dow, Andrew Casson and Jamie Knapp. Steve Hines and Paul Dahn were absent.

2. Minutes

Justin Dutcher moved to approve the minutes of the January 10, 2013 meeting as amended. Bob Dow seconded the motion. The motion was unanimously approved.

3. Review of Draft Budget for FY2014

Andrew Casson reviewed the draft FY2014 budget. The budget was divided into five sections, each of which was compared to the approved budget for FY2013. The proposed budget showed an increase of 1.9% or \$6,392.

The budget for boat maintenance was increased from \$2,800 to \$3,000 in order that small items for the boats could be purchased. Paul Hogg said all members of his staff would be wearing Mustang life jackets to set example for boater safety.

The Commission has been paying the dues for the Harbormaster's membership in the Massachusetts Harbormasters Association. The dues for the Associate Harbormasters will be covered this year as well, which would be an increase in the budget of \$400. Paul Hogg said the membership is required by the State. The assistants cover their own expenses for course fees and transportation.

A bond payment for the docks is due on June 13. The final payment would be due on the same date in 2014. Brad Duffin requested that Bill Squillace be asked if it would be advantageous to make the final payment at the beginning of the fiscal year rather than the end. He also asked that the capital expenditures, which were not increased over last year, be broken down. The State has included the cost of a new pump-out station for Cashman Park in its draft budget but would cover only 75% of the cost. As the Town of Salisbury uses the pump-out station as well, it might be asked to contribute to the remainder of the expense.

Jamie Knapp moved to submit the draft budget to the Mayor's office for review. Bob Dow seconded the motion. The motion was unanimously approved.

4. Harbormaster's Report

Paul Hogg reported that:

- he sent demand out letters in an attempt to collect delinquent excise tax payments from 2010 and 2011. The excise tax must be paid before a Waterways Permit will be issued. He has approximately 20 court cases pending for the failure to display the Waterways

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Permit. Once the ticket has been paid, the permit fee still must be paid. The court enforces the payment of the fine only.

- he is working to implement the on-line mooring process.
- he has updated the policy and procedure manual.
- he has updated the mutual aid agreement with Salisbury, Amesbury and the State.
- he plans to discuss the acquisition of a fire boat with the new fire chief.
- he is waiting to hear from the German consulate before proceeding with the disposition of the sailboat that belonged to the missing man.

5. General Business

Meeting with Marina Owners and Operators

Paul Hogg said he has been meeting with marina owners individually, which he thinks is more productive than a group meeting.

6. Adjournment

Paul Rooney moved to adjourn the meeting at 8:00 p.m. Andrew Casson seconded the motion. The motion was unanimously approved.