

Newburyport Harbor Commission
City Hall Conference Room
May 10, 2012
Minutes

1. Call to Order

A regular meeting of the Newburyport Harbor Commission was called to order by Secretary Neil Bleicken at 7:00 p.m. In attendance were Neil Bleicken, Andrew Casson, Paul Rooney, Justin Dutcher, Jamie Knapp, Bob Dow and Paul Dahn. Also in attendance was Harbormaster Paul Hogg. Brad Duffin and Steve Hines were absent.

2. Minutes

Bob Dow moved to approve the minutes of the April 12, 2012 meeting as amended. Jamie Knapp seconded the motion. The motion was unanimously approved.

3. Review of NRA Meeting

Bob Dow spoke about an NRA meeting he recently attended. He said the NRA is working with Mass Development to explore ways the waterfront might be developed. Brad Duffin spoke at the NRA meeting about the Commission's desire to expand the Harbormaster's facility at its current location.

4. Update from Committee Chairmen

• Finance Committee

Andrew Casson answered Commission members' questions on the budget that had been submitted to the Mayor's office. The City Council Budget and Finance subcommittee is expected to review the document at its May 22 meeting. Justin Dutcher and Paul Rooney will attend the meeting. Last year's budget was pre-funded by \$39,000 for additional equipment that was not needed. The current budget includes \$30,000 for a bathroom and architectural studies for a new Harbormaster's facility. Commission members discussed obtaining a truck for the Harbormaster.

• Regulations, Safety and Moorings

Jamie Knapp said the committee has not had an opportunity to meet. Paul Hogg will obtain a quote for the mooring software package.

• Coast Guard City Celebration

Paul Rooney said the Coast Guard band and honor guard has been confirmed for the Coast Guard City celebration. He also said he has been working with the Newburyport Mother's Club to schedule the regular delivery of cookies to the Coast Guard Station. He has begun keeping a log of the activities undertaken to support the Coast Guard. The Mother's Club has requested that a one-night basic boating safety class be held at the station and that a children's tour of the station be arranged.

5. Harbormaster's Facility

Commission members discussed the construction of a new Harbormaster's facility at the site of its current location on the central waterfront. Andrew Casson said the concept has been mentioned to the NRA and endorsed by the Mayor. The new structure might be twice the width of the existing one and might include a second story. Chapter 91 would require that the first floor be open to the public. The members discussed the types of services that might be housed in the facility, such as showers, a Laundromat or retail space. The first step in the process would be to engage an architect to prepare a conceptual sketch. Andrew Casson moved that the Commission enter into an agreement with an architect at a cost not to exceed \$1,500. Neil Bleicken seconded the motion. The motion was unanimously approved. Paul Dahn and Bob Dow will work together to provide the names of three potential architects for the next meeting.

6. Harbormaster's Report

Paul Hogg reported that:

- he has sold 600 waterways permits to date.
- he collected \$650 from the drop box at Cashman Park and the fee is paid for 85-90% of the vehicles. He is working to improve the signage in the lot.
- a new light is to be installed by the ramp at Cashman Park.
- he met with charter boat captains about the conditions at the mouth of the river. Some unusually low tides have made the sand bar an increased safety hazard. The Army Corp. intends to survey the area. The Coast Guard plans to install a beacon by the icebreaker.
- Boater Safety Day is May 19.
- he and three assistants will attend a certification class in Plymouth on May 30.
- ten boaters from the waiting list have been assigned moorings.

11. Other Business

- Andy Port stated the height limit for a new Harbormaster's facility at the current location would be 35 feet.
- Justin Dutcher mentioned that the Commonwealth's funding for the Plum Island Purification Plant is back in place this year after having been removed from the budget last year.

12. Adjournment

Jamie Knapp moved to adjourn the meeting at 8:20 p.m. Paul Rooney seconded the motion. The motion was unanimously approved.