

Newburyport Harbor Commission
City Council Chambers
May 9, 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 Paul Rooney, Brad Duffin, Paul Dahn, Bob Dow, Andrew Casson, Dan May and Jamie Knapp.

2. Minutes

Jamie Knapp moved to approve the minutes of the April 11, 2013 meeting as submitted. Dan May seconded the motion. The motion was unanimously approved.

3. Floating Restaurant

Brad Duffin said an individual looking for space for a floating restaurant contacted Paul Hogg. The individual was informed that he could not be accommodated, as the docks are for transient boaters only.

4. Harbormaster's Report

Brad Duffin read a written report submitted by Paul Hogg that stated:

- all of the docks are in.
- he will attend a meeting with the City Engineer to discuss the water and sewer hook ups that would be necessary for the proposed boaters' facility.
- the jetty project has been completed, the damaged areas of the lot repaved and the entire lot re-stripped.
- an in-water boat inspection will be held on Saturday, May 18 at the central waterfront docks.
- all staff members have been hired, training has begun and the policies and procedures are in the process of being reviewed.
- the abandoned sailboat claimed by the City as excess property has been put out to bid on line. The City will receive the proceeds after the cost to haul and winterize the boat have been covered.
- approximately 500 Waterways permits have been sold to date. Fees for 11 permits from 2012 were collected after court appearances last week.

5. Harbormaster's Facility

Bob Dow said he and Paul Hogg met in Gloucester with Stephanie, the coordinator of the US Department of Fish and Wildlife Boating Infrastructure Grant. The grant provides funds to construct, renovate and maintain facilities for transient boats 26 feet or more in length that are used for recreation. Stephanie said the grant application should focus on the portion of the project that provides facilities for transient boaters. The grant would be prorated and portion of the project involving the Harbormaster's office would not be funded. She plans to forward to the Commission a copy of a prior applicant from the

City of Lynn that could be used as a template. She said hiring a grant writer in an attempt to increase the amount of funding obtained would not be productive. She advised the Commission to take the time necessary to prepare its application, as any unused funds are rolled over. The grant might be used to cover a portion of the cost to design the facility. Brad Duffin said additional grants that would help the Commission achieve its goal are likely to be available from other sources.

Paul Dahn said Geordie Vining provided him with boilerplate RFQs and has commented on the first draft of the RFQ. The next step would be to advertise and then evaluate the respondents on their qualifications. The Commission would put together a list of qualified bidders from the RFQs and then the project would be put out to bid. The bids would provide an engineering budget that would allow the Commission to seek authorization for the use of retained earnings for the development of the design and the preparation of construction documents. The original timetable called for the project to be completed by the 2014 season, which appears to be too aggressive. Brad Duffin asked the subcommittee to prepare a presentation on the proposed project for the Mayor and City Council.

6. Central Waterfront Bulkhead Repair Project

Brad Duffin said he met with Mayor Holiday, Doug Locy and Geordie Vining about the grant that is to be received from the Seaport Advisory Council for the repair of the bulkhead. The projected cost of the project has risen and the grant will not be sufficient to complete the work. Additional funding might be available from the Seaport Advisory Council but the City must demonstrate its willingness to invest its own funds in the project. The Mayor has requested that the Harbor Commission, Waterfront Trust and NRA all contribute to the cost of the repairs.

Mr. Duffin said the Harbor Commission is an equal partner with the Waterfront Trust and he would be willing to contribute the same amount as the Trust to the cost of the bulkhead repairs. He said the Commission has an obligation to ensure the continuing viability of the waterfront and it has a stake in the maintenance of the bulkhead, as the docks that are used by the boating public are attached to it. The docks contribute to the health of the city by generating tourism and commerce. An engineer has indicated a considerable amount of the sheet pilings has failed and further failure is imminent. The repair of the sinkhole was a temporary one. A more permanent repair is a part of the engineering plans. Without additional funding the recommended repairs would not be possible.

The Waterfront Trust voted to authorize the expenditure of \$25,000 for the maintenance of the sheet pilings. Mr. Duffin proposed that the Commission contribute \$25,000 from retained earnings for the project. He said Paul Hogg has effectively managed the budget and the expenditure would not prevent the Commission from achieving its other goals. He said the expenditure would be a wise investment of the funds and it would benefit both the community and the Commission.

Jamie Knapp moved to approve an expenditure of \$25,000 for the repair of the central waterfront bulkhead. Dan May seconded the motion. The motion was unanimously approved.

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7. General Business

Paul Rooney said the Newburyport Mothers' Club continues to actively support the Coast Guard Station. The command of the station is to be transferred on June 28, when Jason Holm will retire.

On May 23 Paul Hogg and members of the Commission will participate in the Celebrity Bartender Night at 10 Center Street to raise money for the Sean A. Collier Foundation.

Paul Rooney said a one-hour special on the Coast Guard is to be featured on the TV show *Chronicle*. He appeared on the show in a segment on the Coast Guard City.

The next meeting of the Harbor Commission is scheduled for June 13.

8. Adjournment

Paul Rooney moved to adjourn the meeting at 8:25 p.m. Jamie Knapp seconded the motion. The motion was unanimously approved.