

Newburyport Harbor Commission
City Hall Conference Room
September 13, 2012
Minutes

1. Call to Order

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

2. Minutes

Paul Rooney moved to approve the minutes of the July 12, 2012 meeting as amended. Justin Dutcher seconded the motion. The motion was unanimously approved.

3. Commission Vacancy

Members agreed the process that has been in place for several years should be followed to fill the vacancy on the Commission. Jamie Knapp will contact the *Daily News* about running the standing advertisement. Applicants will be asked to submit their resumes to Brad Duffin and candidates will be interviewed at a regular meeting later in the fall.

4. Discussion of New Harbormaster's Facility

Paul Dahn said he, Bob Dow and Paul Hogg met with three architects about providing a conceptual design for the new Harbormaster's facility. The architects were given a 12-item program. Chuck Griffin had initially expressed interest in the project but now is willing instead to critique the designs of others at no cost if the Commission desires. Craig Douglas submitted a floor plan and rendering of a structure with a two-story tower. The size of the second floor would be limited so as not to require the installation of an elevator. The Harbormaster's office would be on the second floor, where it would provide an opportunity for surveillance. David Kerry provided a floor plan that featured a transaction counter for boaters on the waterside of the structure. Commission members would like to receive a rendering of the building and a larger floor plan that would be more easily read. Paul Dahn will email the plans to Commission members and asked that they provide feedback on the conceptual designs.

5. Committee Updates

Steve Hines said he and Brad Duffin attended the September 10 meeting of the Waterfront Trust. Trustee Joe Brown maintains that permits were never received for the City docks. He forwarded to the Commission by email a letter dated August 23, 1993 that states the pilings might be covered under the 1976 Chapter 91 license for the bulkhead but the floats were never licensed. A copy of the license for the Fish Pier was included with the document. Bob Dow said he thinks a Chapter 91 license was issued and the new floats would be grandfathered because the footprint did not change.

The Trust appears to be interested in extending its docks. Bob Dow said the City Ordinance prohibits docks from being located in the fairway and the plan the Trust had

previously proposed would have created too much congestion. At the September meeting of the Trust Brad Duffin suggested that a joint committee be formed to discuss the replacement of the floats at the Transportation Dock and the way in which the area should be managed. Bob Dow said he believes the plans for the Fish Pier had originally been more extensive and the entire scope of work for the entire area had not been completed due to a lack of funding. Paul Hogg said he has asked Richard Jones for a copy of the original plans for the Fish Pier and expects to receive them shortly.

6. Committee Assignments

The committees should be reviewed due to the resignation of Neil Bleicken. No action will be taken until a new member has been selected.

7. Harbormaster's Report

Paul Hogg reported that:

- the jetty project is out to bid and work is expected to begin next month.
- the Newburyport and Salisbury fire departments will be present for the deployment of a boom at Cashman Park on October 9. There has not been any previous training for booms, which would be used in the event of a spill.
- a boater safety course is scheduled for the weekend of October 22. The class will run four hours each day and is offered at no charge.
- a second temporary dumpster was put in place at the Fish Pier after the first was filled.
- boaters raised \$2,500 for the Yankee Homecoming fireworks.
- he and Jamie Knapp are participating in the RFP process for the bulkhead repair.
- a light has been installed on the ice breaker in front of the Coast Guard Station. When the light is flashing boaters are to contact the station.

8. Adjournment

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