

NEWBURYPORT REDEVELOPMENT AUTHORITY

**Meeting Minutes
December 17, 2008
7:00 P.M.**

In Attendance: Nat Norton, Rick Taintor, Patty Dorfman, James Shanley, and Tim Brennan (7:15)

Public Comments

There was no public comment.

Sign / Façade Applications / Waterfront use requests

Bridge Gallery

Mr. Taintor stated that the request seems fine. They are proposing 16 square feet and the maximum allowed is 30 square feet.

Patty Dorfman made a motion to approve the request.

James Shanley seconded the motion.

Motion passed unanimously.

Dredge Spoil Storage

Nat Norton stated that the city received a grant to dredge by the fish pier which will allow fishing boats to tie up there. This will take place during the winter of 2009-2010. The City would like to use the NRA property to dry out the soil dredged from the river. Ms. Dorfman asked if there could be any potential liability to the NRA if something hazardous comes out of the water. Mr. Norton said that the NRA is covered by the city's insurance policies. A discussion ensued regarding preferable areas for spoil storage. Mr. Norton would like to see what the cleanup process is going to be and how they protect against any contaminants. Mr. Norton will speak to Geordie Vining about these two issues.

Approval of meeting minutes

Jennifer will take unofficial notes and Patty Dorfman will revise them and create official meeting minutes for the record.

Treasurer's report

Mr. Brennan presented the treasurer's report through November 30, 2008.

See attached Treasurer's report dated November 30, 2008.

Discussion of notice of termination from National Grid. It seems as though the bills are not being put in the NRA's mailbox right away. Discussion of other outstanding bills.

Discussion of payments to the Cecil Group in 2008. For 2008, the NRA has paid the Cecil Group \$12,633.80 through November. Mr. Taintor will review the payments.

Patty Dorfman made a motion to approve the payments to National Grid for \$475.53, Jennifer Stone for \$150, and N&D Landscaping for \$675.

James Shanley seconded the motion.
Motion passed unanimously.

Rick Taintor made a motion to approve the treasurer's report.
James Shanley seconded the motion.
Motion passed unanimously.

Cecil Park Planning Status

Mr. Taintor passed out notes from the 10/22/08 meeting with key concepts, the two proposed scenarios, and revisions to those scenarios. Mr. Taintor emailed David O'Connor requesting a meeting on December 22, 2008 to discuss the proposed plans. He and Mr. Norton will attend. A further discussion of individual preferences ensued. This discussion included the performance areas, their location and configuration. Mr. Shanley noted that cost estimates will start to drive what the plan will include. Agreement to leave tot lot and spray fountain in plan. Agreement to accommodate/leave unobstructed way. Agreement to show on plan with dotted line all that is possible.

PPS Proposal

Mr. Shanley suggested that the timing may not be appropriate to get PPS involved right now, citing the economy and the delay in New England Developments plan. Discussion ensued regarding potential for the NRA to become involved as a partner in the overall planning of parking/traffic planning within the city. Discussion of whether the NRA wants to be part of the city's discussion and plans on parking and whether they should push to be involved. The city has created a committee to select a firm that is going to review all of the parking studies and come forward with a recommendation. Mr. Norton will contact the Mayor to request the NRA's involvement in the process.

DEP notice of NON Status

RFP for hiring Licensed Site Professional (LSP): Mr. Norton distributed a draft version of language to include in the RFP. The NRA will meet on January 7, 2009 to approve the final version of the RFP so that it can be published by the end of January.

Grant opportunities: The first moneys that the NRA is hoping to secure is for cleanup of the site. Mr. Norton distributed information on possible funding sources for the project like the Brownfield Assessment Program, the Park Program, and Mass Development. Mr. Shanley will find out if it makes a difference if it's the NRA as opposed to a town or city that is applying for the funding. The board is really interested in getting the assessment paid for. Mr. Taintor noted that the NRA may need to get the lot put on the city's list of open space to be eligible for some funding. Mr. Taintor stated that it could be beneficial to have Geordie Vining of the Planning Department involved in the process. Mr. Norton will contact him and request his assistance. The Technical Assistance Grant application might need to come from the city. The information was given to the NRA by their case manager at DEP. Ms. Dorfman stated that she would be happy to meet with Geordie Vining once Nat talks to him.

Parking Lot

Maintenance/Gravel Patching:

Discussion of the condition of the lots. Agreement that condition should be improved. The stakes that were to be used to assist in the snow plowing operation were installed incorrectly. Mr. Norton discussed this with vendor. Vendor agreed to correct. The stakes were installed incorrectly again. Mr. Norton suggested that the NRA cut a check to pay for the labor but to hold back payment for the materials until they are installed correctly.

James Shanley made a motion to make the payment in two payments.
Rick Taintor seconded the motion.
Motion passed unanimously.

NRA correspondence / news

Mr. Norton will forward the email between the Waterfront Trust and the mayor to the other board members.

Mr. Norton received an email packet of information from the Museum. They are having a presentation this Thursday to present their concept plans. The Museum wanted to know if they could present their plan to the NRA to give an update on their progress.

Mr. Shanley participated in a webinar by the Urban Land Institutes. It was called **Managing Successful Entitlements: winning political and community support for your project**. If anyone is interested, Mr. Shanley can forward the information and will try to get the sound recording of it.

Adjournment

Ms. Dorfman motioned to adjourn the meeting, Mr. Shanley seconded the motion, and the motion passed unanimously. The meeting adjourned at 9:07 P.M.

Sincerely,

Patricia Dorfman
Secretary, Newburyport Redevelopment Authority