

Newburyport Redevelopment Authority
City Council Chambers
January 22, 2014
Minutes

1. Call to Order

A regular meeting of the Newburyport Redevelopment Authority was called to order at 7:00 p.m. by Chair Tom Salemi.

2. Roll Call

In attendance were members James Shanley, Tom Salemi and Adam Guild. Carol Powers was also in attendance.

3. Minutes

James Shanley moved to approve the minutes of the November 20, 2013 meeting as submitted. Adam Guild seconded the motion. The motion was approved with James Shanley abstaining.

4. Correspondence

A written request was received from Peter Carosu, attorney for the Committee for an Open Waterfront, for copies of annual reports and financial statements from 2007 to 2013. Carol Powers said she has spoken with Mr. Caruso and is in the process of gathering the information he requested. She will obtain copies of the minutes from Andy Port. Adam Guild will forward the account activity to her, which has been recorded on an Excel spreadsheet.

5. Treasurer's Report

Adam Guild said the balance in the checking account is \$6,661.53 and the balance in the money market account is \$115,262.00.

James Shanley moved to deposit three checks from Not Your Average Joe's, each in the amount of \$250, for dumpster rent for the months of June, November and December and a check from the City in the amount of \$7,556.87 for parking revenue from the month of October. Tom Salemi seconded the motion. The motion was unanimously approved.

Adam Guild moved to approve a payment in the amount of \$150 for minute taking for the January 22 meeting. James Shanley seconded the motion. The motion was unanimously approved.

Adam Guild moved to approve a payment to GZA GeoEnvironmental, Inc. in the amount of \$1,535.73 for the MCP notification. Tom Salemi seconded the motion. The motion was unanimously approved.

Adam Guild moved to approve a payment to the MacDonald and Pangione Insurance Agency in the amount of \$1,477 for the annual premium. James Shanley seconded the motion. The motion was unanimously approved.

Adam Guild moved to approve the payment of invoice from National Grid in the amount of \$226.91 for service from October to November. James Shanley seconded the motion. The motion was unanimously approved.

James Shanley moved to approve the payment of invoice from National Grid in the amount \$287.08 for service from November to December. Tom Salemi seconded the motion. The motion was unanimously approved.

Tom Salemi moved to approve the payment of an invoice from the Waterfront Trust in the amount of \$3,999 for shared landscape maintenance costs for 2013. James Shanley seconded the motion for discussion. The expenses were outlined in a letter from Doug Locy dated November 18, 2013. The total had been amended after the request for the reimbursement of 10% of the Park Manager contract was withdrawn. The invoice included \$420 for mulch for 70% of Somerby's Way, \$350 for 20% of the water saving treatment program for Market Landing Park, \$150 for 20% of the cost of fungicide treatment in Market Landing Park and \$333 for 30% of the cost of spraying for winter moths, along with \$2,746 for 20% of the base contract with ND Landscape after the exclusion of income. The motion was unanimously approved.

6. General Business

Waterfront Forum

Tom Salemi said the Mayor has called a meeting with the NRA and the City Council for February 5. He will present a summary of the financial report made by Barry Abramson and Andy Port will present the Union Studio plan.

Officers and Director Liability Insurance Policy

James Shanley said he is waiting for quotes from insurance companies. The companies have requested that an audited financial statement be provided. He has asked Fritz DeGuglielmo for a quote for preparing a financial package.

Parking Agreement

James Shanley moved to authorize Tom Salemi to sign a second extension of the parking agreement with the City. Adam Guild seconded the motion. The motion was unanimously approved.

Mass Development

Tom Salemi said Mass Development contacted him about amending the MOA in order that Mass Development, and not NRA, would be responsible for the cost of the June 29 presentation by Union Studio. James Shanley moved to authorize Tom Salemi to sign the amended MOA with Mass Development. Adam Guild seconded the motion. The motion was unanimously approved.

7. Waterfront Trust Issues

Doug Locy said the survey being prepared by Everett Chandler should be completed by the end of the next week. He said the new enclosure for the dumpster should be eight rather than six feet high. He obtained a quote from the Woodward Fence and Supply Corporation for \$3,500 for the construction of the new enclosure and \$500 for the removal of the existing enclosure. The cost would be reduced if the existing gate were to be reused. James Shanley moved to authorize the Waterfront Trust to contract with Woodward Fence and Supply for the installation of a new dumpster enclosure in the spring for a cost not to exceed \$4,000. Tom Salemi seconded the motion. The motion was unanimously approved. Carol Powers asked Mr. Locy to look into the way in which lighting would be provided in the new location, saying the restaurant had installed lighting on its own for security purposes.

The current contract between the Waterfront Trust and ND Landscape has expired. The Trust will be going out to bid for a new contract that would be effective April 1. The Trustees would like maintenance of all of the Trust and NRA properties to be covered by one contract. The NRA members reviewed and recommended changes to the draft MOU between the two groups. They discussed contributing towards the salary of the Park Manager, whose workload would increase under the agreement. Carol Powers recommended that the NRA not participate in the Park Manager contract. She asked the Trust to acknowledge that the NRA has made a gift to the Trust in that the Trust now has a stronger contract. She asked for an agreement to be put in place to allow the contractor to enter NRA property. Tom Salemi moved to agree to a Memorandum of Understanding between the Waterfront Trust and Newburyport Redevelopment Authority as amended and to authorize the Waterfront Trust to enter into a contract for the landscape maintenance of the properties of both parties. James Shanley seconded the motion. The motion was unanimously approved.

8. Public Comment

None

9. Adjournment

James Shanley moved to adjourn the meeting at 8:10 p.m. Adam Guild seconded the motion. The motion was unanimously approved.