

NEWBURYPORT REDEVELOPMENT AUTHORITY

Meeting Minutes

March 18, 2009

7:00 P.M.

In Attendance: Nat Norton, Rick Taintor, Patty Dorfman, James Shanley (7:08), and Tim Brennan (7:46)

Public Comments

There was no public comment.

Sign / Façade Applications / Waterfront use requests

a) Firehouse Center for the Arts

The size of the sign would need to be about 30 square feet. The existing sign already exceeds the 12 foot maximum. Mr. Norton stated that the NRA cannot grant a variance from the zoning regulations. The applicant would have to go before the Zoning Board. The sign was denied by the Building Inspector and he told the applicant to come before the NRA.

Rick Taintor made a motion to approve the sign on the condition that the applicant obtains a variance for the sign size from the Zoning Board.

Patty Dorfman seconded.

Motion approved unanimously.

b) Dolce Freddo Gelato

The applicant is proposing an 11.08 square foot, 32 x 48 sign. The sign color is consistent with the color palette of Newburyport. The sign will be located on the corner of the building, projecting out toward the main square. There is currently an awning on the building. The applicant wants to remove the words "Bridal Shop" on the side of the awning and put The Gelato Place on the front of the awning.

Patty Dorfman made a motion to approve the sign request.

James Shanley seconded the motion.

Motion passed unanimously.

c) England's MicroCreamery

James Shanley moved to approve the sign request.

Patty Dorfman seconded the motion.

Motion passed unanimously.

Rick Taintor moved to approve the awning request.

James Shanley seconded the motion.

Motion passed unanimously.

d) TD Bank

Mr. Shanley is not in favor of the bank's request to affix lettering onto the side of the building. He does not believe that it is necessary, and it could be potentially damaging to the building.

There is also a blade sign right next to it. There are signs next to the door and on the door. The current sign on the gable was previously denied.

Mr. Norton suggested that one or two members of the NRA go onsite with the Building Commissioner to review all of the signs. It is the Building Commissioner's responsibility to enforce sign permits. Mr. Taintor will talk with the Building Commissioner.

James Shanley made a motion to defer voting on the sign application until the April 22, 2009 meeting.

Patty Dorfman seconded the motion.

Motion passed unanimously.

e) Sisters We Three

This location is not within the NRA's jurisdiction so NRA approval is not needed.

Approval of meeting minutes

Minutes of the January 28, 2009 meeting.

Approval of minutes deferred to the April 22, 2009 meeting.

Minutes of the February 2009 meeting.

James Shanley made a motion to approve the minutes.

Patty Dorfman seconded the motion.

Motion passed unanimously.

Minutes of Special Meeting.

Rick Taintor made a motion to approve minutes as amended.

James Shanley seconded the motion.

Motion passed unanimously.

Treasurer's report

Through the end of 2008 there is a balance of \$125,336.94 between the two accounts.

Mr. Brennan noted that there is still \$598 left over due to the check that had been withheld from Salisbury Landscaping. Mr. Shanley will call Salisbury Landscaping to see why they have not cashed the check yet.

Mr. Norton suggested calling landscaping parking lot maintenance/landscaping in the treasurers report from now on.

Mr. Brennan called the bank about the line of credit. He called the person who sent the letter closing the line of credit and got her voicemail that said she was out of the office. He will call her again if he has not heard from her by Monday.

James Shanley made a motion to approve \$150 payment to Jennifer Stone for February minutes. Patty Dorfman seconded the motion.

Motion passed unanimously.

James Shanley submitted his expense report from attending the PPS seminar.

Patty Dorfman made a motion to approve James Shanley's expense report in the amount of \$911.04.

Rick Taintor seconded the motion.

Motion approved unanimously.

There is an invoice from National Grid.

Rick Taintor made a motion to approve \$392.48 payment to National Grid.

Patty Dorfman seconded the motion.

Motion approved unanimously.

LSP Services Contract – Review with Weston and Sampson

Eric Nelson of Weston and Sampson was present to discuss the scope of work and budget.

The board reviewed 17 proposals and selected Weston and Sampson with some conditions.

There will be an increase to the Weston and Sampson's original estimate of \$3500. A second day of field work is going to be necessary (either if a hollow stem auger is used or because of the additional well to be drilled behind the Custom House). The change in cost needs to be discussed and approved by the board.

The three issues are the number of sampling locations, using a hollow stem auger versus a geoprobe, and installing a two inch well versus one inch well. The Weston and Sampson representative said that either size well is fine. Some people think two inch well is better but he has used a one inch well many times and it has been fine. A one inch well is a little easier. Weston and Sampson are proposing to use a geoprobe that pushes a cylinder into the earth. It is usually quicker and cleaner to obtain a core of the earth this way. A hollow stem auger is a rotating drilling device as opposed to a pushing device. If the subsurface has a lot of debris and boulders, the hollow stem auger may have issues. Mr. Taintor noted that there are old wharf timbers and granite and asked what kind of problems that would create. Weston and Sampson said that you would just move to a different location. Neither one can go through anything that solid. Weston and Sampson needs two days to be budgeted for drilling.

Mr. Taintor asked what is adding the most cost. Using a hollow stem auger is slower and would add on a second day of drilling. However, the NRA's request to drill at an additional location will also add an extra day of drilling.

Patty Dorfman asked if there is any chance of starting with a geoprobe and then needing to go to the hollow stem auger to find a place to be able to drill. Weston and Sampson representative does not think they will have to make that change.

There are three existing monitoring wells that can be reused for sampling. Weston and Sampson are assuming that at least one of the wells will be usable. They will then add three more wells and the NRA is asking for an additional well behind the Custom House. In total, there would be a total of 7 wells.

Rick Taintor made a motion to approve the selection of Weston & Sampson with the increase in the fee.

Patty Dorfman seconded the motion.

Motion passed unanimously.

Weston & Sampson will leave a draft contract for the board members to review.

The board will run the contract terms and conditions by Carol. The estimated contract is for \$33,300.

Mr. Taintor asked if the contract estimate would change if things did not go as expected in the field. Weston and Sampson believes the work can be done in two days but they do not know what they are dealing with until they get out in to the field. Mr. Taintor is uneasy about signing a contract that seems so open-ended. Weston & Sampson would adjust and reprioritize the location of soil borings and wells so that only two days of work have to be done but the needs and requirements of the DEP are satisfied as well. Mr. Norton would like to see language in the contract that states how to move forward if the scope of the project changes. Weston & Sampson would like to have a contact so that he can inform the board of any issues in the field.

Discussion of closing the lot to cars during the field work.

Rick Taintor made a motion to authorize the NRA chairman to sign the contract with the revised scope of work and budget if there are no other issues.

Patty Dorfman seconded the motion.

Motion passed unanimously.

MA Development Grant Application

Mr. Shanley is still working on the application.

Park Planning – Confirm schedule final meeting

Mr. Taintor will be requesting all necessary information needed from the Cecil Group for the April NRA meeting. The public meeting will be scheduled for June. The board agreed to hold the meeting at the Firehouse Center again. Ms. Dorfman will talk to the Firehouse Center about what dates would work for them. The NRA will again donate \$150 to the Firehouse Center as a thank you for letting the NRA use the Firehouse Center. The Firehouse Center can then reimburse their volunteers for parking fees that they have incurred in the NRA parking lot.

NRA correspondence / news

Mass development and Maritime Museum

Mr. Taintor and Mr. Norton had a brief meeting with Mass Development and a representative from the Maritime Museum. The Museum had a draft of an agreement that stated that the NRA will not move to sell the property to someone else for three years. The NRA does have an interest in leasing the property to the Museum if they get their funding. There was nothing substantially different than what has been discussed in the past. Discussion of potential terms of agreement and whether the board should sign an agreement.

PPS Seminar

Mr. Shanley attended the PPS Seminar in Savannah, Georgia. He plans on submitting a written summary of the meeting but stated that the biggest take-away was that if you are going to develop a park like the NRA is planning, programming is critical. You can't just make it and walk away. There needs to be a park program management entity. Some sound advice from one speaker was that "mistakes will be made and then you'll fix them." Mr. Shanley learned a lot and made a lot of good contacts.

Mr. Norton got a letter from an attorney putting the NRA on notice that a woman fell and fractured her elbow in the NRA parking lot on January 31, 2009. The letter states that the City failed to maintain the parking lot appropriately. Mr. Norton will send a copy of the letter to the Mayor.

Adjournment

Mr. Shanley motioned to adjourn the meeting, Mr. Taintor seconded the motion, and the motion passed unanimously. The meeting adjourned at 9:08 P.M.

Sincerely,

Patricia
Secretary, Newburyport Redevelopment Authority

