

## **Newburyport Redevelopment Authority**

### ***Minutes of the June 28, 2006 Meeting***

In attendance: Jan Marcus, Erford Fowler, Rick Taintor, Nat Norton, and Tim Brennan

It was noted that the May minutes will be approved at the next meeting in July. Tim Brennan was asked to prepare the minutes for this June meeting.

Application for use of NRA lots by the Essex National Heritage Commission and sponsoring partners – the Provident Bank, the Newburyport 5 Bank, and the Institution for Savings – relating to the Friendship Sails to Newburyport project: It was noted insurance certificates were still required from the sponsoring partners. Parking fees, including fees related to spaces occupied by tents, were clarified and the possible arrangements for reduced fees were discussed with the representative of the Essex National Heritage Commission present at the meeting.. No specific request for reduced fees has been received. Consideration of this application was deferred until insurance certificates received.

The following applications for spaces were approved unanimously, conditioned on approval by Standard Parking: Greater Newburyport Chamber of Commerce request for 20 spaces on July 8<sup>th</sup> for the Newburyport Riverfront Music Festival.; Yankee Homecoming request for 45 spaces on July 29, then 6 spaces on July 30 through August 2, then 7 spaces for August 3, then 6 spaces for August 4, and 8 spaces for August 5, all for the evening waterfront concerts. Both applicants will provide a check for the full fee to Standard Parking.

Application from Newburyport Maritime Society for use of rear lawn behind Custom House Museum (Full Harvest Wine Tasting to benefit Anna Jacques Hospital): tabled until liquor license received.

Application for Signage/Façade Change from Chase and Lunt, Inc.: Discussed need of owner's signature. Question were raised over the dimensions of new sign. Rick noted that the rules limit projection of sign to less than 4 ft, 8 inches or 2/3 of the sidewalk, whichever is less. Proposed sign projects 5 ft. All agreed application not ready to be approved.

The committee discussed receiving many incomplete applications. It was noted that applications need to be date stamped and applications need to be signed by owner. Rick will discuss requirements with Diane Eppa and remind her that applications should not be forwarded unless complete.

Application for Signage/Façade Change from Lively Kids: Lack of dimensions discussed. It was agreed that application was not ready for approval.

Application for Signage/Façade Change from John Harding's Fragrance Bar: It was agreed that it was not ready for approval since it was missing the name and signature of business owner and building owner.

The Treasurers Report was presented by Nat Norton. It was noted that the NRA had been charged two, \$16 fees for wire transfers by Standard Parking. NRA will ask Standard Parking to reimburse the NRA for these fees. Nat will prepare the annual financial report. Nat presented the detailed spreadsheet from Standard Parking and said he will make sure all members receive this report by e-mail each month. The Treasurer's Report was approved unanimously.

An update on the tabulation of the survey responses was presented by Nat. He said that approximately 25% of an estimated 4,000 responses have been entered so far. New individual has taken over data entry task. Nat expects the final tabulation of the survey results to be complete by the next NRA meeting.

"Special Events" days were discussed. It was agreed that July 3 and July 8 will be treated as special event days with parking fees set at \$8.

Rick discussed the letter he has prepared concerning transfer of signage approval responsibility to the city council. He will distribute the letter to NRA members for review.

Jan informed the NRA members that a discussion concerning a proposal to place a deed restriction on the NRA property will be postponed until the next NRA meeting.

Erford reported on the conflict of interest meeting he attended. He noted that there is a great deal on information available at the [ethics@mass.gov](mailto:ethics@mass.gov) web-site.

Jan reported on the first meeting of the Mayor's new task force on the future of the NRA lots. She reported that the next meeting is scheduled for July 12 at 6:00 pm at the police station. The Mayor hopes to have a report ready by September. It was agreed that the NRA should post the task force meeting as NRA meetings in case three or more NRA members attend one of these meetings. There was discussion of whether or not it is appropriate for the NRA members to be participating in a task force preparing a report/recommendation to the NRA. It was agreed that the NRA will not vote on or sign any consensus report produced by this task force.

The NRA members discussed preparing an RFP for preliminary designs for an expanded park with parking. Tim suggested we might first spend time as a committee to put a drawing together and attempt to agree on an approximate mix of park and parking.

NRA records storage was discussed. Erford will check with the Custom House Museum to see if this building might have appropriate space available.

A motion to adjourn and move to the annual meeting of the NRA was approved unanimously.

NRA annual meeting was called to order by Jan.

The officer nominating committee (Rick and Nat) presented its recommendations as follows: Janet Marcus as Chair, Rick Taintor as Vice-Chair, Erford Fowler as Secretary, and Nat Norton as Treasurer. A motion to approve the recommendations of the officer nominating committee was approved with a “yes” vote recorded for each NRA member.

Jan informed the NRA members that that an annual report will be prepared.

Jan informed the NRA members that Carol Powers will prepare a bill for services provided to the NRA.

A motion to adjourn was approved unanimously.