

**Newburyport Redevelopment Authority Meeting
with Newburyport Waterfront Trust**
City Hall Auditorium
August 15, 2018
Minutes

1. Call to Order

A meeting of the Newburyport Redevelopment Authority to order at 7:00 p.m.

2. Roll Call

In attendance were NRA members Andy Sidford, Leslie Eckholdt, and David St. Cyr and Attorney Kathleen O'Donnell. Bob Uhlig was absent. Also present were Waterfront Trust members Dan Mello, Sean Bradley and Steve Hines and Attorney Grace Connolly.

3. Updates

a) West Lot AUL

There was no report on the progress of ESS in drafting an AUL for the west lot.

b) Phase 1 Assessment

TRC is continuing its work to complete the Phase 1 Assessment for the Waterfront Trust. The draft report will include an assessment of the need for further soil samples.

4. Central Waterfront Parcel Disposition

a) Approval of RFP and Schedule for the Custom House Property

An RFP is to be issued for the sale of the three lots of registered land at the address of 25 Water Street. The property must be used as a maritime museum and would be conveyed subject to the existing restrictions on the title, which includes a 99-year lease on the Custom House. The property would be conveyed with an easement for access to and maintenance of the existing lawn on Lot C. The Commonwealth's procurement laws require that an RFP be issued for the conveyance of the land. The NRA would no longer be exempt from the Chapter 30B procurement laws because the urban renewal plan has expired.

The NRA members reviewed the draft RFP and submitted their comments to Attorney O'Donnell. David St. Cyr moved to approve the RFP and schedule for the sale of the Custom House property. Andy Sidford seconded the motion. The motion was unanimously approved.

b) Review of Authority's Draft Deeds for WFT Property Transfers

Attorney O'Donnell is working towards drafting the deeds for the transfer of property from the NRA to the Waterfront Trust.

c) Review of Lot C Certification Request

Lot C was taken by the NRA but a Certificate of Title was not issued in the name of the NRA. The parcel has remained in the name of the former owner and the Certificate of Title must be changed in the land court.

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5. NRA Business

a) Review of Invoice from Kathleen O'Donnell

Andy Sidford moved to approve a payment to Kathleen O'Donnell for legal services in the amount of \$4,124.00. David St. Cyr seconded the motion. The motion was unanimously approved.

b) Review of Invoices from Mackey Shea and ESS

Andy Sidford moved to approve payments to Mackey Shea for legal services in the amount of \$2,100 and to ESS for environmental work in the amounts of \$4,428.10 and \$16,080.06. David St. Cyr seconded the motion. The motion was unanimously approved.

c) Review of Location of Essex County Wayfinding Signage

A discussion on the design of proposed wayside signage for the Essex National Heritage Area was tabled.

d) Discussion on Artists' Kiosks

A discussion took place on a suggestion to install artists' kiosks in the east lot. The purpose of the kiosks would be to increase the number of visitors to the waterfront. The kiosks, which have been successfully installed in other communities, would be seasonal. Artists would rent the kiosks and set the hours at their own discretion. No action was taken.

e) Chamber of Commerce Welcome Building

A discussion on the lighting at the Chamber of Commerce Welcome Center was tabled.

f) Treasurer's Report

On July 31, the balance in the checking account was \$10,195.56 and the balance in the money market account was \$346,685. Leslie Eckholdt moved to approve payments to Dave Dylewski for clean-up of Somerby's Way in the amount of \$90; to the Waterfront Trust for maintenance of Marketplace Landing in the amount of \$2,292.77; to Tom and Gretchen Joy for maintenance of the PUP, east and west lot planters and Somerby's Way in the amount of \$1,065 and to Everett Chandler for survey work in the amount of \$3,000.00. David St. Cyr seconded the motion. The motion was unanimously approved.

g) Minutes

The approval of the minutes of the May 23, June 20 and July 18 meetings was tabled.

h) Next Meetings

Meetings of the NRA will now be held on the second Tuesday of each month. The next meeting will be scheduled for Tuesday, September 11.

6. Adjournment

The meeting was adjourned at 7:47 p.m.