

## **Newburyport Redevelopment Authority**

City Hall Auditorium

September 11, 2018

Minutes

### **1. Call to Order**

Chair Bob Uhlig called a meeting of the Newburyport Redevelopment Authority to order at 7:00 p.m.

### **2. Roll Call**

In attendance were members Leslie Eckholdt, Bob Uhlig, David St. Cyr and Andy Sidford. Also in attendance was Attorney Kathleen O'Donnell.

### **3. Updates**

#### **a) Review of Custom House RFP Schedule**

The RFP for the Custom House property has been issued. Questions due on Friday, September 14. The proposals will be opened on October 1. The NRA has 21 days to review and respond to the proposals. The proponents will be asked to present their proposals at the October 10 NRA meeting. The NRA has the right to cancel the RFP if a satisfactory proposal is not received.

Kathleen O'Donnell addressed questions about the procurement act and the RFP process. She said that although DHCD has now indicated the NRA would not be bound by the procurement act, the RFP process for this property has been initiated and the NRA would follow it to its conclusion. The RFP requires that the property be used as museum space, which is consistent with the urban renewal plan of 1965. A future owner of the property would not be prohibited from selling it, but the continued use as a museum would be required. The City would be the enforcing entity if the NRA were no longer to be in existence.

#### **b) Custom House RFP Review Advisory Committee**

An advisory committee has been formed for the review of the Custom House RFP. Members from outside the NRA will be Mayor Donna Holaday, City Councilor Barry Connell, Waterfront Trust member Wilbur Shenk, Harbor Commission member Ron Thurlow and Susan Edwards of the Historical Society of Old Newbury.

#### **c) West Lot AUL**

The work to draft the AUL for the west lot is nearly complete. A permanent solution statement is also being prepared. The City and the WFT are the two abutters to the property and will be notified of the AUL by certified mail. There is a 30-day review period, which the abutters could choose to waive. ESS is also preparing a soil management plan, which will put forth a protocol for any work that is to be done on the site.

#### **d) Recycling and Dumpster Enclosure**

A meeting to review the plans for the dumpster and recycling enclosure is scheduled to take place on site on Tuesday, September 18. The work should begin in September in

Newburyport Redevelopment Authority  
September 11, 2018

order that it might be concluded while weather conditions are favorable. Chris Gallegos, 11 Market Square, Unit 3, spoke at length of the impact of the dumpster on the abutters. She is concerned about the concrete pad and access road being placed in such a way that the two existing oak trees could be damaged. She is also concerned the area would be a frequent disposal site for garbage because two large dumpsters and several portable toilets were located there during the Riverfest. She also spoke of the instability of the ground in the area, where drainage is an issue and there many sink holes. She requested that the dumpster be oriented with its opening facing the west lot, the size of the ramp be reduced and the former grass strip be restored.

**e) Phase 1 Assessment**

The Waterfront Trust members are in the process of reviewing the lengthy draft Phase 1 Assessment completed by TRC.

**4. Central Waterfront Parcel Disposition**

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

After the Custom House and Parcels B, D and E have been sold through the RFP process, the next step would be to transfer the parcel closest to the river, Parcel C, to the City. The survey must be completed before the transfer of the submerged tidelands could begin. Kathleen O'Donnell will inquire about the status of the work.

**5. General Business**

**a) Election of Secretary**

Andy Sidford moved to nominate David St. Cyr for the position of secretary. Leslie Eckholdt seconded the motion. The motion was unanimously approved.

**b) Review of Location of Essex County Wayfinding Signage**

The location of the proposed wayside signage for the Essex National Heritage Area would be acceptable to the NRA members. They wish to further review its design.

**c) Chamber of Commerce Welcome Building**

The NRA members wish to discuss the modification of the lighting at the Chamber of Commerce Welcome Center with Frank Cousins. He will be invited to attend a future next meeting.

**d) Ferry Wharf Way**

The changes the DPS made to Ferry Wharf Way without NRA approval were to be addressed after the busy season for the shopkeepers. Brick should be installed in place of the concrete at a minimum. The DPS should be asked to provide a plan for the work. Tony Furnari will be asked about the matter at the meeting about the dumpster enclosure on September 18.

**e) Treasurer's Report**

On August 31, the balance in the checking account was \$9,305.26 and the balance in the money market account was \$337,332.12. Leslie Eckholdt moved to approve payments

Newburyport Redevelopment Authority  
September 11, 2018

to ESS in the amount of \$6,515.23; to the Waterfront Trust for park maintenance in the amount of \$1,024.13; to Tom and Gretchen Joy for maintenance of the PUP, east and west lot planters and Somerby's Way in the amount of \$203; to Gretchen Joy for minute taking for the September 11 meeting in the amount of \$150; to the Mass. Department of Environmental Protection in the amount of \$2,455 and to Leslie Eckholdt for copying in the amount of \$16.75 and for hoses in the amount of \$44.60. David St. Cyr seconded the motion. The motion was unanimously approved.

**f) Minutes**

The approval of the minutes of the August 15 meeting was tabled.

**6. Upcoming Meetings**

Meetings of the NRA will now be held on the second Tuesday of each month. Upcoming meetings will be scheduled for October 9, November 13 and December 11.

**7. Adjournment**

Andy Sidford moved to adjourn the meeting was adjourned at 8:04 p.m. David St. Cyr seconded the motion. The motion was unanimously approved.