

Newburyport Waterfront Trust
November 18, 2015
Police Station Conference Room
Minutes

1. Call to Order

Chair Scott Sutherland called a regular meeting of the Newburyport Waterfront Trust to order at 7:00 p.m.

2. Roll Call

In attendance were Trustees Scott Sutherland, George Ellison, Wilbur Shenk and Steve Hines.

3. Minutes

George Ellison moved to approve the minutes of the October 21, 2015 meeting as submitted. Steve Hines seconded the motion. The motion was unanimously approved.

4. Treasurer's Report

Scott Sutherland said the account balance is \$12,000 lower than at the beginning of the fiscal year but the activity is as expected and within the budget.

Wilbur Shenk moved to approve a payment in the amount of \$929.90 for three months of bookkeeping services; to the NRA in the amount of \$203.00 for reimbursement for electrical service; to Fritz DeGuglielmo in the amount of \$975 for the tax return preparation; to Edith Heyck in the amount of \$39.28; and to Scott Sutherland in the amount of \$121 for website security, a signature stamp and the fee for changing the signatures on the Fidelity account. George Ellison seconded the motion. The motion was unanimously approved.

5. Riverside Park Reconfiguration

The culvert project has been completed. The lot has been paved with a temporary binder. The Conservation Commission issued a permit for the reconfiguration of the existing island and curbing for the additional island. Because of a concern about settling, the granite curbing will not be installed until the spring. The light poles bases have been constructed and will be installed after Thanksgiving. It is probable the fixtures would not be installed until spring.

6. Harbor Commission

Discussion cannot move forward until the increases in parking rates and docking fees have been determined.

7. Upper Custom House Way Dedication Document

Mayor Holaday has requested the Trustees take no action at this time. Discussions are taking place with New England Development about locating the utility corridor to the east side of the Custom House.

8. Parking Report

Revenue was down 19% in the month of September and 33% in October. The Trustees anticipate Mayor Holaday would wish for the City to retain more of the revenue from the lot

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when the parking agreement is renegotiated. If the rates were to double, the Trustees would want the Trust's portion of the income to double as well.

9. Ad Hoc Committee

The NRA made a presentation at the last meeting of the Ad Hoc Central Waterfront Committee. The group wishes to expand the park and reduce the amount of parking in the east lot to between 100 and 150 spaces. The members would also like to bring vendors to the park and to have a new information building with public restrooms on the waterfront. The Chair of the group discussed the NRA's ownership of the submerged tidelands and stated the members wish to keep the waterfront in public ownership. The Ad Hoc Committee will explore the cost of expanding the park at its next meeting.

10. Parks Committee Report

No new applications have been received. The fee for Yankee Homecoming had been \$1,500 for several years. The fee was increased 80% in 2015 to \$2,750 last year. Wilbur Shenk recommended the fee be increased \$275 per year until it reaches \$4,000. He said a greater fee for next year would be too much on top of the 80% increase just imposed. Steve Hines pointed out the non-profit event is a big part of the city.

Wilbur Shenk moved to increase the fee for Yankee Homecoming to \$3,000 for 2016. George Ellison seconded the motion. The motion was unanimously approved.

11. Winterization of Public Restrooms

Scott Sutherland expressed the Trust's unhappiness with the early closing of the public restrooms to Mayor Holaday. Wilbur Shenk attended the recent NRA meeting to discuss moving the temporary restroom closer to the existing facility, which would put it on NRA land. It was decided it would remain in its existing location. The Trustees discussed keeping the existing facility open year round. In addition to the cost of winterizing the building, operational expenses would be incurred. It might be possible for the cost to be divided between the Trust, the NRA and the City.

12. Park Manager's Report

Edith Heyck reported work is being done to shut down the park. The back flow valve wrapped. She would like to receive quotes for the irrigation system. The beds would not be able to be planted until the irrigation work has been completed.

13. Waterfront Committee Report

The fishing boat leases are complete.

14. Public Comment

Rob Germinara, 2 Ashland Street, reported one light on the boardwalk is not working, one has a missing door and the glass on a third fixture is broken. Edith Heyck will contact the DPS. She noted she would prefer a softer light to the bright white of the current bulbs.

15. Adjournment

George Ellison moved to adjourn the meeting at 7:55 p.m. Steve Hines seconded the motion. The motion was unanimously approved. The next meeting of the Waterfront Trust will be held on Wednesday, December 16 at 7:00 p.m.