

Newburyport Waterfront Trust
December 11, 2014
Police Station Conference Room
Minutes

1. Call to Order

Chair Doug Locy called a meeting of the Newburyport Waterfront Trust to order at 7:00 p.m.

2. Roll Call

In attendance were Trustees Doug Locy, Scott Sutherland, Steve Hines and Wilbur Shenk.

3. Treasurer's Report

Doug Locy moved to approve payments to Design Consultants, Inc. in the amount of \$375, Caswell Mechanical in the amount of \$100 for the winterization of the backflow valve and Rosalyn Manley in the amount of \$512.50 for postage and bookkeeping services for the months of October and November. Scott Sutherland seconded the motion. The motion was unanimously approved.

4. Discussion with Paul Hogg

The captain of a scallop boat has requested permission to tie up in the embayment on a part-time basis during the winter months. Paul Hogg said the ability of the 40-foot vessel to fit in the embayment depends on how much gear is on board. Scott Sutherland moved to approve the request for the use of the embayment upon confirmation from Paul Hogg that the boat would fit. Doug Locy seconded the motion. The motion was unanimously approved.

At the previous meeting it had been noted that some floats had been placed on the berm. Paul Hogg said he separated these floats from the others in order that they might be repaired. The Trustees agreed they are not concerned about the floats being on the berm.

The Trustees had previously approved a proposal by Bill Taplan to install a dock to accommodate a boat he would use for up-river tours. The lease rate and payment terms would be the same as for the other tour boats. The length of the leased space would be 32 feet. Paul Hogg said he would like to approve the construction and installation of the new dock. Scott Sutherland moved to prepare a standard lease with the added conditions that the term of the lease would be two years in order that it might terminate at the same time as the leases for the other tour boats and the Harbormaster shall approve the construction and installation of the dock. Doug Locy seconded the motion. The motion was unanimously approved.

Doug Locy suggested the Trustees might wish to consider purchasing the floats on the Transportation Dock at some point in the future.

5. Park Use Application

The Trustees reviewed the amended park use application distributed by Wilbur Shenk. They discussed the number of Port-a-Potties to be required for various events and how

they might specify the type of chairs that might be permitted in order to prevent damage to the irrigation system. A certificate of insurance is to be received before each event. One aspect that remains to be considered is the rates to be charged for booth space. The Trustees wish these rates to be consistent with those charged by the Chamber of Commerce. The booth fee will be discussed and approved at the next meeting.

Steve Hines presented a revised fee schedule. The fee for groups of less than 3,000 would be increased 35%. For groups between 3,000 and 5,000 the fee would increase from \$1,800 to \$4,000. Twenty percent of the fee would be allocated to a facility fee for the Firehouse. The remainder of the increase would be used to repair damages to the park caused by events. The new fee schedule will be attached to the application and will not reference the facility fee. The fee for Yankee Homecoming would be greater than the \$1,500 previously charged for the week's activities, but the rate schedule used for other events would not be applied.

Steve Hines moved to approve the park use application with the amendments as discussed and the revised fee schedule. Scott Sutherland seconded the motion. The motion was unanimously approved.

6. Tree Assessment and Pruning

Bob Uhlig added language to the proposal for tree care to protect the Trust and NRA legally. Doug Locy moved to accept the proposal from Cicoria Tree Service with the conditions that the 18 trees that are to be removed shall be marked, a completion date for the work shall be specified and information shall be received on what is to be done with the wood chips after the stumps have been ground. Scott Sutherland seconded the motion. The motion was unanimously approved.

7. Parking Advisory Committee Update

Scott Sutherland summarized his written report on the December 4, 2014 meeting of Parking Advisory Committee. Revenues from the Riverside Park lot for the 12-month period ending November 30, 2014 were up 25% from the previous year. A potential increase in rates will be discussed at the committee's January 22 meeting. The contract between the City and the NRA will expire on December 31. The current rates for the NRA lots will be extended for the first three months of the next year in order that its new contract would renew at the same time as the agreement between the Trust and the City.

8. Lighting Proposal

Leslie Eckholdt said she has learned National Grid owns the lights and poles in the parking lots. Four of the poles are on Trust property, two of which have two lights. Two of the six lights are out and she has put in an order with National Grid to have these lights repaired. The NRA has apparently has been paying for the six lights on Trust property. She also said the NRA is considering the use of solar panel lights.

9. Report on the NRA Meeting

Doug Locy said at their December 10 meeting the NRA members discussed the legal work that is being done to determine the leasing rights to the submerged tidelands. The goal of the group for the next year is to record the survey and enter into an agreement for

leasing rights with the City and the Trust. Carol Powers intends to schedule a meeting between the three groups.

10. Election of Officers

Steve Hines nominated Scott Sutherland for the position of Chair. Wilbur Shenk seconded the motion. The motion was unanimously approved.

Scott Sutherland nominated for Steve Hines for the position of Vice Chair. Wilbur Shenk seconded the motion. The motion was unanimously approved.

11. Meeting Schedule

Meetings will be scheduled for the third Wednesday of each month rather than the fourth. The next meeting will be scheduled for January 21, 2015. Scott Sutherland will distribute a calendar of the 2015 meeting dates.

12. Park Committee Report

The fall clean up of the park has been completed. Revisions to the plan showing bench locations are underway. The DPS is working to correct issues with snow removal.

13. Committee Assignments

Steve Hines and Joe Brown will be on the Waterfront Committee and Wilbur Shenk and new Trustee George Ellison will be on the Parks Committee.

14. Minutes

Doug Locy moved to approve the minutes of the November 18, 2014 meeting as amended. Wilbur Shenk seconded the motion. The motion was unanimously approved.

15. Adjournment

Doug Locy moved to adjourn the meeting at 8:46 p.m. Scott Sutherland seconded the motion. The motion was unanimously approved.