

**Newburyport Waterfront Trust**  
January 21, 2015  
Police Station Conference Room  
Minutes

**1. Call to Order**

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

**2. Roll Call**

In attendance were Trustees Scott Sutherland, Steve Hines, George Ellison, Joe Brown and Wilbur Shenk. Harbormaster Paul Hogg was also in attendance.

**3. Minutes**

Wilbur Shenk moved to approve the minutes of the December 11, 2014 meeting as amended. Steve Hines seconded the motion. The motion was approved with Joe Brown abstaining.

**4. Treasurer's Report**

Joe Brown said the account balance is \$196,228. Income in the amount of \$3,736 was received in December, which includes reimbursement from the NRA for landscaping in the months of October and November. Expenses in December totaled \$4,800 and included the final payment to McCarthy Landscaping. Joe Brown moved to approve the payment of bills from Attorney Bolick in the amount of \$685 for the review of the Firehouse lease, from DCI in the amount of \$1,875 for the second payment for the Riverside Park planning process, from McCarthy Landscaping in the amount of \$1,500 for the maintenance of the bank beds, from Sonora DesignWorks in the amount of \$93.75 for web maintenance, and for the directors and officers liability insurance policy for 2015 in the amount of \$1,244. Wilbur Shenk seconded the motion. The motion was unanimously approved.

**5. Coastal Discoveries Discussion**

Beth and Bob Bishop recently purchased the *Erica Lee II* and will be running Coastal Discoveries, a marine education program. Newburyport Development oversees the dock to which the boat is tied. While the Bishops were told they could continue to dock in the current location, they were advised to consider other options for the future. For this reason they wished to introduce themselves to the Trustees. The Bishops were subsequently informed the matter was a result of miscommunication. Bill Harris said the Chapter 91 license for the property includes more public rights than usual because the building was constructed illegally and is partially on State land. The license contains specific requirements concerning education.

**6. Electrical Box Repair and Protection**

Paul Hogg said he received specs from David Zinck about a method for protecting the electrical boxes. He will discuss the fabrication with Wilson Welding and the DPS might

be able to perform the installation. Joe Brown moved to pay an invoice from Beacon Electrical Sales in the amount of \$631 for the electrical boxes. Wilbur Shenk seconded the motion. The motion was unanimously approved.

### **7. Park Use Application**

Frank Peluso, President of Patriots for American Veterans, submitted an application for the use of the park on Sunday, April 26 from 9:00 a.m. to 3:00 p.m. A three-piece band would perform on the stage. The event would be free, but donations would be collected for Homes for our Troops, a national organization that builds homes for disabled veterans. The rain date would be Sunday, May 3.

Joe Brown moved to approve the application and waive the customary fee. Steve Hines seconded the motion. The motion was unanimously approved.

### **8. Riverside Park**

David Murphy presented a sketch showing his plans for the walkway in front of his building. The seven-foot walkway would be constructed of brick laid in the same pattern as used for the walkway adjacent to the building owned by Joe Leone. A different brick pattern would be used in the remainder of the area in order that the walkway is delineated. The Trust would enter into an agreement with Mr. Murphy to allow him to construct the walkway on its property, such as was done with Mr. Leone. Mr. Murphy was asked to continue moving forward with the design of the walkway.

### **9. Chair's Report**

Scott Sutherland described the goals for the Trust that he presented recently to Mayor Holaday. These goals include: 1) encouraging the increased use of the park, including opening the restrooms in the beginning of May rather than Memorial Day, and closing them at the end of October rather than Columbus Day, 2) completing the tree maintenance program, 3) adding up to one dozen benches for the memorial plaque program, 4) expanding the tour boat venue by entering into a lease agreement with Bill Taplan, 5) implementing the lighting, circulation and landscaping improvements to Riverside Park, 6) completing and recording the survey, 7) entering into a lease agreement with the City for the use of the bulkhead and 8) renewing the parking agreement with the City. He said Mayor Holaday did not seem to be in favor of increasing the rates and hours of paid parking. The Trustees discussed the possibility of again operating the lot on their own. A presentation on parking rates in surrounding communities will be given at the January 22 meeting of the parking advisory committee.

### **10. Update on NRA Plans for the West Lot**

The NRA is proposing to realign cars in the west lot. The spaces would be changed to runs parallel with the river, which would be in keeping with the spaces in Riverside Park. This layout would be more efficient than the existing one and would allow the NRA to increase the number of spaces while at the same time creating additional park space. The NRA is currently considering the design of one of these new spaces near Merrimac Street. Tables and chairs might be added to help activate the space. A second space near the berm would be improved at a later date.

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The NRA is in the process of making decisions about lighting its property. The current lighting is inadequate and the members are concerned about safety and liability. The lighting in the west lot is linked to the service for the Riverside Park. The Trust wishes to install underground wiring in the near term. The NRA members wish to be responsive to the needs of the Trust. At the same time, they are concerned about disrupting potentially contaminated soils. They are also hesitant to commit to permanent fixtures when the plans for the lot are in limbo. They are attempting to arrive at a solution that will address all of these concerns.

The Mayor has agreed to some provide assistance with infrastructure. George Ellison suggested that a strategic plan be developed. He said cost of the improvements should be determined on a very specific basis and then potential sources of revenue investigated. The strategic plan might provide justification for increased parking rates. Ari Herzog recommended the Trust communicate with the City Council as well as the Mayor.

#### **11. Committee Appointments**

George Ellison will serve on the Parks Committee with Wilbur Shenk.

#### **12. Parks Committee Report**

Edith Heyck said the bench map has been completed. Six new benches will be installed along the waterfront in the upcoming months and two of these have already been sold. Two matching trash receptacles would be installed, along with five cigarette urns. The DPS would be able to assemble the benches if they were ordered during the winter. The cost of the project is approximately \$10,000 and has been included in the budget.

Wilbur Shenk said the City Tree Warden must approve the work that has been planned for tree pruning and removal. A presentation will be made to the Tree Commission and the City Arborist. A tree by the patio at Not Your Average Joe's might now be pruned instead of being removed. Joe Brown said there could be a significant cost to the reconditioning of the park after the trees and roots have been removed. An examination of the irrigation system should be made, possibly with an eye to expanding it and connecting it with the NRA property.

#### **13. Other Business**

Joe Brown said the Trust received a donation of \$1,000 from Stephanie Hufnagel. The donation will be added to the trust fund with her approval.

The Parks Committee will look into advertising the park at a wedding expo to be held in Salisbury in March.

#### **14. Adjournment**

The meeting was adjourned at 8:46 p.m. The next meeting of the Waterfront Trust will be held on February 18, 2015.