

Newburyport Waterfront Trust
Police Station Conference Room
February 15, 2017
Minutes

1. Call to Order

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

2. Roll Call

In attendance were Trustees Wilbur Shenk, Steve Hines, Dan Mello and George Ellison.

3. General Business

Steve Hines held a moment of silence for Joe Brown, whose devotion and passion for the waterfront made him a valued Trustee.

4. Minutes

Wilbur Shenk moved to approve the minutes of the January 18, 2017 meeting. George Ellison seconded the motion. The motion was approved.

5. Treasurer's Report

Wilbur Shenk reported income for the month of January was \$3,781, while expenses totaled \$4,082, creating a negative cash flow of \$247. The year-to-date expenses of \$90,215 have exceeded the income of \$54,616 by \$35,599. The cash balance is \$177,107.

George Ellison moved to approve the payment of the following expenses totaling \$1,910.73:

- Wilkinson Septic for the monthly portable toilet rental in the amount of \$200
- Edith Heyck in the amount of \$1,375 for her monthly salary
- Gretchen Joy in the amount of \$150 for minute taking
- True Value Hardware in the amount of \$2.10
- Rockingham Electrical Supply in the amount of \$29.85
- Steve Hines in the amount of \$13.78 for postage
- Pettingill House in the amount of \$100 in memory of Joe Brown
- Wilbur Shenk in the amount of \$40 for a new signature stamp

Steve Hines seconded the motion. The motion was unanimously approved.

6. Sea Level Oyster Bar

The transfer of the restaurant space in the Firehouse to the Sea Level Oyster Bar has been finalized. Bill Harris met with George Carey at the site and agreed the project could move forward as proposed. The transfer of the patio from the Trust to the City will be a part of the revisions being made to the Trust document.

7. Waterfront Trust Amendment

The revisions Carol Powers made to the Trust document did not include the items the Trustees wish to have addressed, such as allowing the Trust to grant easements, the expansion of the Trust's leasing ability within the park area to allow short and long term vendors, the simplification of the notice to change trustees, the development of a lease between the Trust and the City for the bulkhead, the clarification of City's obligation for maintenance and expenses, the conveyance of Ferry Wharf Way, Parcel A and Somerby's Way, and the removal of the AUL. Bill Harris has been addressing these issues in his review. While some of the issues are outside of the Trust document, they should be addressed concurrently. George Ellison suggested the document be reviewed paragraph by paragraph at the next joint meeting to identify the areas of disagreement. The Trustees will review the draft and forward their comments to Steve Hines. The meeting planned for February 7 between Mayor Holaday, the NRA and the Waterfront Trust was cancelled due to the weather and has not yet been rescheduled.

8. Waterfront Committee Report

The lease agreement for the *Ninth Wave* was sent by registered mail, but the contract has not yet been returned. Steve Hines will resend the document. Captain Jim Ford, the sole winter lessee, has paid his rent in full.

9. Parks Committee Report

Park Use Applications

There were no new applications.

Park Manager's Report

Edith Heyck submitted a written report. She is working with the City electrician to return the lights on the east boardwalk to a working condition. The new landscape contractor has provided a preliminary design for the islands in the parking lot.

10. Committee Assignments

Dan Mello and Wilbur Shenk were assigned to the Parks Committee. George Ellison and Steve Hines will serve on the Waterfront Committee. Dan Mello will be liaison for parking.

11. Adjournment

George Ellison moved to adjourn the meeting at 8:00 p.m. Wilbur Shenk seconded the motion. The motion was unanimously approved.