

**Newburyport Waterfront Trust**  
April 15, 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, Wilbur Shenk, George Ellison, Steve Hines and Joe Brown.

**3. Minutes**

George Ellison moved to approve the minutes of the March 18, 2015 meeting as submitted. Steve Hines seconded the motion. The motion was approved.

**4. Treasurer's Report**

Income in the amount of \$2,701 was received in March and expenses for the month totaled \$1,682, bringing the account balance to \$203,750.

Joe Brown presented a draft spending plan that would provide the basis for the budget to go into effect July 1, 2015. He said if the plan were to be adopted approximately \$70,000 would be on hand at the end of FY2016. The amount that would be carried over for Riverside Park would be the unspent balance from the current fiscal year, approximately \$100,000. He included \$40,000 for parking revenue, which would be a \$10,000 increase over the current level. He will revise to draft to include an additional \$4,000 for legal fees to cover the cost of the recording of easements.

George Ellison moved to approve the payment of an invoice from The Handyman, Inc. in the amount of \$2,180 for the assembly and installation of six benches and the installation of two bench plaques. Wilbur Shenk seconded the motion. The motion was unanimously approved.

**5. Chair's Report**

The draft easement for the Rail Trail has been received from Geordie Vining and will be forwarded to Doug Bolick for review. Joe Brown suggested the Trustees discuss raising the elevation of the walkways.

**6. Park Use Applications**

George Ellison said he would that prefer park use fees not be negotiated at meetings. He said the parks committee should review applications and present them with their associated fees to the Trustees for approval. The Yankee Homecoming committee has not yet submitted an application for this year's event. The parks committee will contact the group and report at the next meeting.

### **7. Strategic Plan**

George Ellison distributed a revised strategic plan. The plan was changed to reflect activity within a fiscal year rather than a calendar year and the proposed expansion of the granite stage was eliminated. An increase of \$1 per hour for parking rates was included, as was an extension of parking hours from 6:00 p.m. to 8:00 p.m. A potential surplus of \$27,922 was projected for the end of the next fiscal year.

### **8. Status of Bulkhead Opinion from the City**

The legal opinion on the bulkhead has not yet been received from the City. Joe Brown commented the Trust owns the embayment and the Harbor Commission installs its docks there each year without the authority to do so.

### **9. Riverside Park Reconfiguration**

Scott Sutherland distributed the draft plans for the drainage culvert that would run through Riverside Park. The work would not impact the granite beds with the exception of one that would be installed in conjunction with the Ale House work. He asked if the Trustees would wish to negotiate the location of the culvert. The proposed solution seems to be the most direct, cost-effective route, although other options have not been presented. The Trustees would like to be compensated for damages, which would include reimbursement for lost parking revenue and the repaving of the lot. They would also like the City to contribute to the planned improvements to Riverside Park in exchange for the granting of the easement.

Lon Hachmeister, 281 High Road, Newbury, said the Trustees should consider any damages they might incur due to the disruption of possibly contaminated soils.

Wilbur Shenk moved to execute a contract with DCI in the amount of \$3,000 to work with the City on behalf of the Trust. George Ellison seconded the motion. The motion was approved.

### **10. Parking Committee Report**

Scott Sutherland reported parking revenue from Riverside Park for the month of March totaled \$2,178.

### **11. Park Manager Report**

Edith Heyck reported that:

- the work to remove and prune the trees has been completed. The stumps will be ground shortly.
- six new benches have been installed.
- she intends in the next month to receive quotes for work on the irrigation system and for the planting of grass.
- the spring clean up will be done in a week to ten days.

Scott Sutherland suggested the tips of the boundary markers be painted each year. He said the Mayor would soon decide on the date the restrooms would be opened. He noted some of the lettering on the sign is peeling.

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Joe Brown said a portion of the work planned by the NRA to re-grade the parking lot is on Trust property. He suggested the stones in the lot be moved to mark the boundary between the properties. The stones were displaced by snowplows during the winter. He provided a plan of the lights in the park and along the boardwalk that are not working. Currently sodium vapor lights are used in the fixtures. LED lights are planned for the new fixtures in the parking lots. He would like the lights that are not working to be replaced with LED lights, which are brighter. He requested the lower branches on the trees on Somerby's Way be removed to provide better light to the walkway.

**12. Waterfront Committee Report**

The work on the new float that will be used by Bill Taplan has been completed. It will be tested in the water during the upcoming week. The docks must be refitted for the tour boats because their locations will be adjusted to accommodate Mr. Taplan's boat. Mr. Charos intends to install a buffer to protect the pilings from the tour boats.

**13. Public Comment**

Rob Germinara, 2 Ashland Street, suggested National Grid might bear the responsibility for the poles and fixtures in the parking lot if the Trust were to enter into a contract to rent them from the company.

**14. Adjournment**

George Ellison moved to adjourn the meeting at 8:45 p.m. Steve Hines seconded the motion. The motion was unanimously approved. The next meeting of the Waterfront Trust will take place Tuesday, May 19 at 8:00 a.m.