

Newburyport Waterfront Trust
June 15, 2016
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, Joe Brown and Steve Hines.

3. Minutes

Wilbur Shenk moved to approve the minutes of the May 19, 2016 meeting. George Ellison seconded the motion. The motion was unanimously approved.

4. Treasurer's Report

An invoice was received from The Handyman for a deposit for painting 42 benches at a cost of \$66 per bench. The deposit requested is one-third of the \$2,830 quoted for the job. The benches would be painted at rate of ten per week, but no completion date for the contract was given.

Joe Brown moved to approve a contract with The Handyman for the painting of the benches. Wilbur Shenk seconded the motion. The motion was unanimously approved.

Joe Brown moved to approve the payment of the deposit for the painting of the benches with the condition the check would be held until the Parks Committee had received a completion date for the work. George Ellison seconded the motion. The motion was unanimously approved.

Bills to be paid in June include \$679.48 to McCarthy Landscaping for additional grounds maintenance and to Edith Heyck for mulch and flowers. George Ellison moved to approve the May financial statement. Joe Brown seconded the motion. The motion was unanimously approved.

5. Parking Reports

Parking revenue for May was \$5,764, which was an increase over the previous year. The new rates are now in effect. Mayor Holaday agreed to increase the amount of the parking contract to \$70,000. The one-year contract, which would go into effect July 1, includes a provision that the terms of the contract would be renegotiated if parking hours or rates were to change. George Ellison moved to accept the parking agreement with the City. Wilbur Shenk seconded the motion. The motion was unanimously approved.

6. FY17 Budget

The change to the parking contract will be added to the FY17 budget. Other changes include a reduction in the amount of anticipated income from park activities to \$14,000

Newburyport Waterfront Trust
June 15, 2016

and an increase in the amount budgeted for the repointing of the granite stage from \$5,000 to \$15,000. Joe Brown moved to accept the FY17 budget with the changes as noted. Wilbur Shenk seconded the motion. The motion was unanimously approved.

7. Trustee Term Review

The City Council amended the terms of the Trustees so that they all expire on December 31 and one appointment will expire each year.

8. Correspondence

A copy of a letter from the Office of the Attorney General to Elizabeth Heath was receiving acknowledging the receipt of a complaint from the Committee for an Open Waterfront about a site inspection attended by members of the Trust and the NRA. The Committee must respond by July 1 if it is not satisfied with the way in which the Trust has indicated the issue would be addressed in the future.

9. Ad Hoc Central Waterfront Committee Update

Wilbur Shenk distributed a summary of the comments made at the June 13 meeting of the Ad Hoc Central Waterfront Committee. At that meeting the NRA, the Waterfront Trust and the City were asked to list the items they wish to have addressed, or the issues they wish to be resolved, at the time the Trust document is revised. The lists are to be submitted to Jared Eigerman before the next meeting of the Committee, which will take place on June 29. In 2015 the Trustees developed a list of items to be addressed if the Declaration of Public Trust were to be amended. This list will be forwarded to Councilor Eigerman with minor modifications. In addition the Trustees developed a list pertaining to their vision for the future of the waterfront:

- The Trust would own and operate all of the park area on the waterfront.
- The Harbor Commission would operate the waterfront and the Trust would share the revenue generated on the public docks while maintaining control of the leases for the Transportation Dock.
- The stairwell and patio at the Firehouse would be conveyed to the SDAH with the lost revenue being replaced from other sources.
- The City would continue to provide miscellaneous maintenance and would fund and manage major infrastructure repair and upgrade projects, while the Trust would be responsible for the daily operation of the park and would fund minor repairs.
- The City would construct and maintain a visitor center with year round restrooms near the current site.
- The revenue sources for Trust expenditures would be under the sole control of the Trust and must be sufficient in amount and diversity to manage the daily operations of the Trust and create an endowment.
- The Trust would retain Riverside Park.

10. Waterfront Committee Report

A meeting with the tour boat owners on the new contract has been tentatively scheduled for June 28.

11. Park Use Applications

Steve Hines moved to approve without a fee an application from Motivate Barre for a Plankathon on October 1 to benefit Pennies for Poverty. Wilbur Shenk seconded the motion. The motion was approved with Joe Brown voting present.

12. Park Manager's Report

Edith Heyck submitted a project list. She reported:

- the beautification of the park is on going.
- irrigation heads have been added to the hydrangea beds and the rose garden.
- work to improve the bed on Railroad Avenue will begin shortly.

Wilbur Shenk said Edith's performance evaluation has been completed. Overall he has been pleased with her work and he has reviewed with her the improvements he would wish to see in the next year. He moved to increase her compensation 10% effective July 1. George Ellison seconded the motion. The motion was unanimously approved.

13. Joint Conservation Commission Application with the NRA

The Conservation Commission approved the application to enlarge the park in the west lot and increase the elevation of the area parallel to the embayment. The plans for this work might not be implemented due to the comments made at the June 13 Ad Hoc Central Waterfront Committee meeting. The NRA has ordered three picnic tables for the west lot but no longer intends to install the bocce court or change the surface material in the area. Bob Uhlig asked in an email if the Trustees would be interested in placing six Adirondack chairs the NRA had ordered for the expanded park along the berm. George Ellison moved to approve the placement of the Adirondack chairs on the berm. Wilbur Shenk seconded the motion. The motion was approved by a four to one vote with Steve Hines voting against it.

14. Joint Somerby's Way Improvements with NRA

Three quotes were received for improvements to the planting beds along Somerby's Way. The scope of work varies between the quotes, making comparison difficult. The NRA owns the bulk of the property and it is unclear if the group would wish to proceed with the work at this time. The Trustees questioned whether the full extent of the proposed work would be necessary. They might wish to proceed with a simpler plan.

15. Other Business

The July 20 meeting will be cancelled. The Trustees will meet instead on August 3. The September meeting will be held as usual on the third Wednesday.

16. Adjournment

George Ellison moved to adjourn the meeting at 8:50 p.m. Joe Brown seconded the motion. The motion was unanimously approved.