

Newburyport Waterfront Trust
Police Station Conference Room
June 21, 2017
Draft 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, Sean Bradley and George Ellison.

3. Minutes

Wilbur Shenk moved to approve the minutes of the May 17, 2017 meeting as submitted. George Ellison seconded the motion. The motion was unanimously approved.

4. Treasurer's Report

Wilbur Shenk reported income for the month of May was \$5,800 and expenses totaled \$24,546, resulting in a negative cash flow of \$18,746. The account balance is \$195,000.

George Ellison moved to approve the payment of the following bills totaling \$47,726.78: Edith Heyck in the amount of \$1,375; Gretchen Joy in the amount of \$150; Szczechowicz Landscaping in the amount of \$4,699; Department of Public Services in the amount of \$1,695.80; International Bronze in the amount of \$154; DA Wilkinson in the amount of \$200; Pennsylvania Globe Gaslight Company in the amount of \$3,890; Bayberry and Company in the amount of \$29,593; the Greenskeeper in the amount of \$595; Comak Brothers in the amount of \$641.98 and Robinson Masonry in the amount of \$4,733. Dan Mello seconded the motion. The motion was unanimously approved.

5. Chairman's Report

Acquisition of NRA Land

Steve Hines and George Ellison met with Mayor Holaday, along with Leslie Eckholdt, Marian Levy and Carol Powers, who represented the NRA. An agreement in principle was made in which the NRA property would be transferred to the Waterfront Trust, with some exceptions. The Trust might not wish to accept at this time the land on which the restroom facility is located. The lawn behind the Custom House would be transferred to the Maritime Society. The patio behind the Firehouse would be transferred from the Trust to the City. The City and the Trust would pursue a joint ownership of submerged tidelands. The NRA and Settlers would dissolve upon the transfer of the property. A judge has agreed to act as an arbiter for the process.

It was agreed the amount of parking in the lots would be reduced and the berm would be expanded. The location at which the bike path would cross the park must be determined. Carol Powers and Bill Harris are working together on legal issues.

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Sean Bradley and Wilbur Shenk will attend the next meeting of the group, which is scheduled for July 11 at 1:00 p.m. Financial issues will be discussed at the meeting. Richard Jones will provide figures on parking revenue and Ethan Manning will provide information on expenses related to the parking garage and the Harbormaster's facility.

West Lot Traffic Flow

Steve Hines met with Wayne Amaral about changes that must be made to improve the flow of traffic in the west lot. Signage will be added and the arrows will be repainted. A stop line will be added between the Ale House and the Brown's Wharf building.

Ale House Lights

The lights for the area near the Ale House should be received next week.

Landscaping for the West Lot Islands

Bids have been solicited for the work to landscape the islands in the parking lot. The project would involve preparing the soil, setting three granite stones from the NRA lot into one of the islands and installing plant material and mulch. Wilbur Shenk moved to contract with Riverside Landscaping to landscape the islands for a cost of \$6,665. George Ellison seconded the motion. The motion was unanimously approved.

6. Waterfront Committee Report

Jonathan van Kampen, owner of the *Ninth Wave*, attended the meeting to address an issue with the lease. The lease states that no trash may be left on the dock. He transports his trash to a dumpster in Maine and it must sometimes be left on the dock until he is able to collect it. Last year an issue arose when a bag was torn apart by birds. He will be allowed to keep the trash in a dock box. This would not be visible from the boardwalk and would be secure. Steve Hines will amend the lease.

7. Parks Committee Report

Berm Project

The berm project has been largely completed. The grass is coming up well but some areas will need to be reseeded. The irrigation system must be adjusted.

Stage and Walkway Masonry Repairs

The work to repair the stage and walkway is taking longer than expected but is being done well.

Park Use Applications

Wilbur Shenk moved to approve an application for a wedding scheduled for July 14. George Ellison seconded the motion. The motion was unanimously approved.

The Newburyport Parks Department wishes to hold an all-day event to benefit the Parks Department, as was done last year. It was requested the fee be waived. It is expected 1,500 to 2,000 people would attend the event, which would normally incur a fee of \$1,600. Wilbur Shenk moved to accept to request to waive the fee in the spirit of

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cooperation for one year only. George Ellison seconded the motion. The motion was unanimously approved.

Wilbur Shenk moved to approve a request from the Veterans Business Owners Association to hold its annual outing in the park on August 19 from 9:00 a.m. to 5:00 p.m. and to waive the fee. Steve Hines seconded the motion. The motion was unanimously approved.

Park Manager Report

Edith Heyck reported the flagpole has been painted. The DPS has pruned some trees in the park. Pachysandra has been planted in the beds along Somerby's Way. The lights along Railroad Avenue are now all working. No memorial benches are available along the boardwalk. Only a few remain available along the ways. When the last bench has been sold the item will be removed from the website.

8. Other Business

Parking Contract

The current parking contract is set to expire on June 30. Wilbur Shenk recommended extending the contract for one year at the level of \$70,000 with the condition that if the rates are raised or hours are extended, the Trust would receive a prorated increase. The Parking Advisory Committee will begin meeting again on June 22. Sean Bradley will represent the Trust at the meeting.

Resignation

George Ellison reported this would be his last meeting. He is moving from Newburyport and therefore must resign from the Trust.

9. Adjournment

George Ellison moved to adjourn the meeting at 8:30 p.m. Dan Mello seconded the motion. The motion was unanimously approved.