

**CITY OF BEVERLY
PUBLIC MEETING MINUTES**

Board: Harbor Management Authority
Date: August 18, 2021
Location: Beverly Public Library - Fogg Room
Members Present: Chair Paul Earl, Don Neuman, Larry Herman, George Simon, David Suminsby, Todd Rotondo
Members Absent: Vice Chair Emily Flaherty, Todd Callaghan, Estelle Rand
Others Present: Denise Deschamps, Chelsea Zakas
Recorder: Brett Bauer

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Earl calls the meeting to order at 7:10 pm.

Approval of Minutes

Rotondo motions to approve the July 21, 2021 minutes. Seconded by Suminsby. Neuman provides corrections. The motion is approved, 6-0.

Updating Open Space and Recreation Plan - Chelsea Zakas

Zakas, the Associate Planner with the City, reports that she is just starting the update of the Open Space and Recreation Plan (OSRP). This plan gets updated every seven years and the process will end with an action plan. The OSRP is required to apply for grants such as park and land grants. Harbor Fest will be the first public facing event for the process. Zakas hopes to have a draft of the plan completed by April or May, at which point it will go through a thorough review process. The HMA will be asked to review relevant sections and to help spread the word. Rotondo asks if the work will be done all in-house. Zakas responds, yes, they will not be using outside consultants. Earl asks that any input from the HMA or surveys can be funneled through him and to note any deadlines needed for input. Neuman notes that the HMA intersects with Open Space around the issue of waterfront access, and he would like to see this topic included in the plan.

Financials Report

Earl reports that the capital fund is up to \$472k. He notes that Ciancarelli is doing a good job managing the operations in both keeping costs under control and keeping after receivables. The two commercial customers that were behind have started making payments. Money was taken from the capital fund for the CAD cell project, but they should get half back for the City's portion of the grant match, and then they plan to pay the HMA's portion from the WIF fund. Neuman notes that the restaurant will be operational at some point and asks if the HMA should get some share of the lease revenue. Earl adds that City-owned boats are occupying three slips and that some share of the lease revenue could account for this lost revenue from those slips. Rotondo responds that he views these slips, which are used by public safety departments, as a

public service. He will look into whether there are any plans or expectations for the lease revenue.

Harbor Fest

Earl reports that the event has been approved through the Parks department's process which is very different from what they had to do at Glover's Wharf. He has asked vendors to promote the event through their Facebook pages. Rotondo asks if the event will occur rain or shine? Earl responds, yes, unless the weather is too severe. Earl asks members to distribute flyers. Herman has lined up Bonoloopers to help with parking. Rotondo notes to follow-up with Bonoloopers to make sure they are will show up.

Customer Parking and Agreement Changes

Earl notes that he has received feedback on marina contract changes from four people. Everyone that has responded is in favor of having one space for each commercial customer. Earl would like to get feedback from additional HMA members within the next week on whether the contract language regarding parking should stay the same, be removed, or be modified. Earl notes that based on members input, a recommendation for changes, is any, can be made after the September meeting. Whatever is decided, the City will need to be on board. Rotondo notes that parking kiosks are going into city-owned parking lots in this area in the fall, and the City is acquiring the ROW next to the train tracks for some additional parking. Rotondo sees two different places that changes can be made to address the parking issues: the ordinance requirements for parking at the new restaurant and the marina contract language regarding parking access for slip holders. Either way, Rotondo feels it is important to clarify exactly what is and is not allowed in these parking areas. He is working with the City Solicitor on these issues and how Glover Wharf Marina customers can be given access to public parking. Suminsby notes that he would like to see some time allowance for commercial customers during their typical hours of use. Earl notes that HMA needs to be involved in conversations within the city and decisions on these issues so that they can communicate plans to their customers.

Viewing Machines at Parks

Herman reports that the installation site at Independence Park has been determined. It will be on the lower walkway to the left of the staircase. He is expecting a proposal for the installation and hopes to have it done in the next month.

Kayak Racks

No updates on the installation of new racks.

Public Pier Maintenance

Earl reports that the two new fish cutting tables will be installed. He adds that pressure washing was done to the planks and railings, and it looks great.

Falco Project

Earl reports that a press release went out which prompted a call from Dockwa. They are an app that does dock and mooring space reservations. Many local marinas have been using this and Falco does not have this capability. We could possibly get a free trial period to use for Glover Wharf Marina next season.

Bass River Clean-up

Earl reports (for Flaherty) that Iron Village Gym will recruit people to muscle debris out of the river on October 16, from 2:30-4:30. DPW will provide a dumpster. They will use grappling hooks to pull debris out.

Commercial Hoist Construction Grant & Pier Appendage/Fishing Float Engineering Grant

Earl reports that Barrett is still waiting for the formal notification/announcement of these awards - has received informal notification.

Bass River CAD cell Seaport Grant

Neuman has no updates and no word about a meeting. Earl feels that Neuman could reach out to Foth with the data they requested, and ask how the research is going.

Birarelli - Waterfront Public Access

Neuman wants to remind the City Solicitor's office about this. Rotondo reports that conversations with the Birarellis are still in process.

Main Streets 2030

Deschamps comments there are no updates on this project and that Beverly Main Streets is currently busy looking for a replacement Executive Director.

Adjournment

There being no further business before the Harbor Management Authority this evening, Suminsby makes a motion to adjourn. Herman seconds. Motion to adjourn approved (6-0).

The HMA Meeting is adjourned at 8:55 pm.