

TRUSTEES OF THE TRUST FUNDS
CITY OF PORTSMOUTH, NEW HAMPSHIRE
MINUTES OF NOVEMBER 20, 2014 MEETING

A regular meeting of the Trustees of the Trust Funds for the City of Portsmouth, New Hampshire was held on November 20, 2014 at the Shaw Building at Prescott Park. The meeting was called to order at 7:30 a.m.

Present were Trustees Phyllis Z. Eldridge, Dana S. Levenson and Thomas R. Watson. Also present were Robert Sullivan, Michael Warhurst, David Allen, David Moore, Molly Bolster, Peter Torrey, Claudette Barker and Christopher Poulin.

The minutes of the November 6, 2014 meeting were reviewed and, upon motion duly made and seconded, approved.

Payroll and operating expense checks were reviewed and signed.

Molly Bolster appeared on behalf of The Gundalow Company. She reported that the Company has de-acquisitioned the *Edward Adams* and it has been moved to Dover, NH where it will be used for maritime related activities in conjunction with The Children's Museum and the City of Dover. As a result of this move, the Company has abandoned its plans to use *Edward Adams* as a floating dock for its active gundalow. It is currently looking into designing a new dock system which will be ADA compliant. The projected cost is \$30,000.00 - \$40,000.00. The Company is in the process of searching for grant money to assist in a portion of that cost. Since the current agreement between The Gundalow Company and the Trustees allows for the agreement to be terminated by the Trustees on short notice, the Company is concerned about spending significant sums for a system that may not be in place for an extended time. A discussion then ensued concerning ways by which this concern might be addressed. It was noted, as part of that discussion, that the floats and ramps making up the current docking system are removable. The Trustees agreed to take the Company's concerns under assessment and continue the discussion with the Company at a future meeting.

Ms. Bolster also informed the Trustees that, should the Trustees or the City embark on a master planning process for Prescott Park, The Gundalow Company is most interested in participating in the process. Finally, Ms. Bolster reported that the Gundalow Company had a successful 2014 season that included 100 sail trips for students and 296 sail trips for the general public.

Mr. Poulin and Ms. Barker appeared on behalf of Prescott Park Arts Festival. Mr. Poulin introduced himself as a new member of the PPAF Board of Directors. He explained his interests in the Festival and reasons for becoming a member of the board. Mr. Poulin also proposed that PPAF and the Trustees consider restarting the negotiations on terms of a new operating agreement that were suspended last spring. He proposed the use of a mediator and that the parties have a goal of reaching a memorandum of understanding that could be submitted to the Mayor's working group currently addressing a relationship between Prescott Park and PPAF. Much discussion ensued concerning both the history of the negotiations and the current status of the parties. Mr. Sullivan suggested to Mr. Poulin that the time for further negotiations between PPAF and the Trustees has passed and that the issues are now in the hands of the Mayor's working group. Each of the Trustees expressed a similar understanding. At the conclusion of

that discussion, it was determined that both sides will follow the lead of the Mayor's working group.

Ms. Barker also informed the Trustees that PPAF is in the process of preparing a plan showing a proposed reconfiguration of the stage within the park with a goal to reducing noise in the residential areas adjacent to the park. She informed the Trustees that she will provide them with a copy of the plan when it is finalized.

A discussion also ensued concerning the fee to be paid by PPAF to the Trustees for the 2014 season. Ms. Barker advised the Trustees that PPAF's financials will be delivered to the Trustees the following day. Mr. Watson encouraged Ms. Barker and Mr. Poulin to work with its Board to resolve the fee issue as soon as possible.

David Moore, Community Development Director for the City, following up on a discussion at the last trustee meeting, presented the Trustees with a revised Capital Improvement Plan for the park for fiscal years 2016 through 2021. He also distributed a schedule of projected costs of reconstructing the pathways in the park that would be incorporated into the CIP. Mr. Moore and Mr. Allen led a discussion of these items followed by an extended question and answer colloquy with the Trustees. Following that discussion, upon motion dully made and seconded, the Trustees unanimously approved the proposed CIP and authorized its submission to the Planning Board.

Mr. Moore also provided the Trustees with a list of dates for the work session and public hearings of the CIP process.

Mr. Torrey next gave his financial report. He presented the Trustees with a formal request for disbursement from the Memorial Bridge Elimination Fund for \$137,248.47 for payment of the final bills associated with the project. He also advised the Trustees that he has received payment from Prescott Parks Arts Festival covering the replacement of a lamp post damaged by a PPAF employee during the summer. He reported on the receipt of several additional contributions to the James Sullivan Memorial Fund in memory of John Sullivan who recently passed away. Finally, he also noted the receipt of approximately \$1,225.00 in contributions to the Salvatore and Joanne Grasso Scholarship Fund in memory of Salvatore Grasso who also recently passed away.


Mr. Torrey distributed and led a discussion of the schedule for docking rates for the new public docks and requested permission from the Trustees to submit the same to the City. That permission was unanimously granted. In response to a discussion which occurred at the last Trustee meeting, Mr. Torrey also distributed and led a discussion of the Prescott Park Memorial Fund including its purposes and policies concerning memorial benches. A discussion of the purposes and possible uses of the funds thereafter ensued.

Mr. Warhurst presented his park report. He noted that the concession building has now been largely winterized subject to a final draining of the water pipes. He also brought the Trustees' attention the existence of an exposed electrical wire in the vicinity of the PPAF sound building. He stated that he has shut off power to that line as a safety measure. Mr. Allen indicated that he would have someone from the City's Public Works Department examine the situation and, if a permanent fix could not be immediately employed, notify the Arts Festival that the power line cannot be used until the situation is resolved.

Ms. Eldridge reported on the receipt of a November 7, 2014 letter from the City Manager seeking to confirm the agreement between the City and the Trustees to utilize the Marine Maintenance Trust Fund to repay the City's loan to the Trustees associated with the dock reconstruction project. Mr. Bohenko proposed that the repayment be made on an annual basis on October 31st of each year. The Trustees unanimously approved that proposal.

The chair reported that the next meeting will take place on December 4, 2014.

There being no further business, upon motion duly made and seconded, the meeting was adjourned at 9:39 a.m.



Thomas R. Watson, Secretary