

**Meeting Minutes**  
August 19, 2020

**Present**

Seth Lattrell, Port Authority Deputy/Planner  
Matthew Littell, Utile  
Will Cohen, Utile  
Elizabeth van der Els, Utile  
Tom Skinner, Durand & Anastas  
Mayor Kimberley Driscoll, Mayor  
Capt. Bill McHugh, Salem Marine Society/Harbormaster  
Paul DePrey, National Parks Service  
Mira Riffin, Derby Street Neighborhood Association  
Beth Debski, Salem Partnership

Bob McCarthy, Ward 1 Councilor  
Barbara Warren, Salem Sound Coastwatch  
Rinus Oosthoek, Salem Chamber of Commerce  
Pat Gozempa, Salem Alliance for the Environment  
Ben Szalewicz, Salem State  
Kate Fox, Destination Salem  
Fred Ryan, Public Safety  
John Russell, Ward 1 Resident  
Tyler Soleau,  
Kathryn Glenn, CZM  
Daniel Padien, DEP

**Absent**

Fred Atkins, Salem Port Authority  
Conrad Prosniewski, At Large Councilor

**Salem Municipal Harbor Plan (MHP)**

Harbor Plan Committee Kick-off

**Meeting Agenda**

- Mayor's Introduction
- Committee Introductions
- Harbor Plan Committee Role
- DEP and CZM Role
- What is a Harbor Plan Update?
- Why are we doing this plan?
- Schedule
- Staying Involved

**Meeting Date, Time, and Location**

- August 19, 2020
- Convened: 3:00 pm
- Adjourned: 4:00 pm
- Zoom web conference

**Actions**

- No voting occurred at this meeting

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**Mayor Driscoll's Welcome**

Mayor Driscoll highlighted the City's excitement around the Municipal Harbor Plan update. She noted that the plan will give the City and community the opportunity to understand the key values and needs along the water. Mayor Driscoll reviewed the successes of previous Harbor Plans and Power plant planning efforts.

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**Harbor Committee Role**

The Harbor Plan Committee introduced themselves and learned about their role within the project. The Harbor Plan Committee is an advisory group that will vote on specific elements of the plan in order to provide clear guidance to the City and its consultant team. There will be about 8 meetings over the course of the project, meetings will include a mixture of

presentations by the City, consultant team, and neighborhood groups. Each meeting will be open to the public, and additional written or electronic correspondence will be encouraged. Due to Covid, all meetings will use web-based video conferencing.

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**Agency Involvement**

Kathryn Glenn the CZM North Shore Regional Coordinator and Daniel Padien from DEP reviewed their agencies involvement in the MHP/DPA Master Plan process: This is a voluntary process initiated by the City; a Notice to Proceed is requested by the City to EEA/CAM and is approved after public comment; the planning and engagement is led by the Harbor Advisory Group with approval from the City; the plan is submitted to the Secretary of EEA/CZM, reviewed during a public comment period and approved by the Secretary of EEA.

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**MHP & DPA Overview**

The client team provided an overview of the purpose of a Municipal Harbor Plan (MHP) update and Designated Port Area (DPA). A MHP is a state-approved document establishing community goals, standards and policies to guide public and private land use along harbors. The plan allows for Chapter 91 standards to be altered to implement a community vision for the waterfront. The plan will rely on input from the public and from the advisory committee and is administered at the state level by the Office of Coastal Zone Management (CZM). The focus of this update is the Industrial Port district within the Salem DPA and the North River district, including Crescent Lot.

DPAs are land and water areas set aside for working port industrial uses that need to use the water to operate. Land and water uses are limited primarily to Water-Dependent Industrial (WDI) activities. In a DPA Master Plan, a municipality may request flexibility for certain use standards, but must balance that flexibility with strategic elements that ensure that DPA interests are still protected.

## Accomplishments since 2000 and 2009 MHP

The City reviewed successes from previous Harbor Plans including: Construction of portions of the Harborwalk and public park along the South River Basin; Construction of a new wharf and marina at Blaney Street; Operation of a ferry service between Salem and Boston; Upgrades to Winter Island including restoration of Fort Pickering and construction of a perimeter public pathway; and preliminary design of the South River dredging.

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## Schedule And Next Steps

The next Committee meeting will most likely take place in October to review market analysis RKG is currently working on. Each meeting is an opportunity for the committee to participate and provide advice.

**Action by:** Seth will reach out to the Committee with a proposed date for the next meeting.

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## Committee Q&A

- Are existing/previous plans available online? (Bob McCarthy)
  - Previous plans are available on the city website and project website (<https://harborplan.salem.com/documents/>)
- At what point does the owner of the power plant site and Shetland Park become engaged in the process? What is the status of SESD property, how should we address their future needs for more space? (Bob McCarthy)
  - Thanked for response and will consider moving forward.
- Is the Ch. 91 boundary flexible? Is there submerged land we should consider? How long does the role of Harbor Committee last? (Paul DePrey)
  - The limit of Ch. 91 jurisdiction is tied to the historic high water mark and based on mapping completed a decade ago. The DPA boundary is tied to a planning study that was completed in the 70s and is more malleable but needs to abide by CZMs criteria. We can look at submerged land as part of planning effort. The role goes until the last vote when the plan is confirmed.

- The schedule seems short? Is there enough time to give feedback? (Barbara Warren)
  - The goal of this plan is to be a listening process and to be driven by community feedback and engagement. We don't have a set plan, we are starting with a schedule but it can be highly variable.
- We should include and reach out to Cat Cove (Barbara Warren)
- Can the slides be shared? (Pat Gozemba)
  - The presentation is available on the project website ([https://harborplan.salem.com/wp-content/uploads/2020/08/8.19.2020\\_MHP\\_HPC\\_public-meeting.pdf](https://harborplan.salem.com/wp-content/uploads/2020/08/8.19.2020_MHP_HPC_public-meeting.pdf)).
- Can previous feasibility study be uploaded to the website? (Mayor Driscoll)
  - The previous plans are all available on the project website including the feasibility study (<https://harborplan.salem.com/wp-content/uploads/2020/08/sasaki-footprint.pdf>).

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## Next Steps Recap

- Upload presentation and previous plans on the website (<https://harborplan.salem.com/>)
- Seth will send out an invite to the next Harbor Committee meeting

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This memorandum represents our understanding of the events which transpired and the actions which were taken. If they do not conform to a recipient's understanding, prompt written notice must be communicated to the writer. If no corrections or objections are made, this memorandum will be relied upon as a factual interpretation of this meeting.