

**CITY OF BEVERLY
PUBLIC MEETING MINUTES**

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2026 JUN 18 A 9:16

Board: Harbor Management Authority
Date: May 20, 2026
Location: Beverly Public Library - Barnet Gallery
and via Google Meet
Members Present: Chair Paul Earl, Vice Chair Scott Freeman, Todd
Callaghan, Joe Crowell, David Lane, Todd Rotondo, David
Suminsby, Scott White
Members Absent: Danielle Spang
Others Present: Danielle Payant (Beverly Main Streets Executive Director),
Sean Ciancarelli (Marina Manager)
Recorder: Brett Bauer

Earl calls the meeting to order at 6:45 pm.

Approval of Minutes

Rotondo motions to approve the April 15, 2026 minutes. Seconded by Lane. The motion is approved 7-0.

Financials likely

Earl reports at year-to-date, they should meet their revenue projections, and operating expenses are less than projected. The capital fund is at \$860k but will be around \$850k by the end of the fiscal year. Some money is still owed on the recreational side, but the sailboat is on a mooring and is being auctioned off. Three still owe money on the commercial side.

(Callaghan arrives at 6:50)

FY2027 Budget

Earl notes that the sponsorship income for the benches is unknown. The marina cleaning company has raised its rates as they have not been raised in six years. Earl has increased the consultant fees. There are three items for the Harbormaster's office on next year's budget but two of them have been accelerated to this year. No other changes have been made to his previous draft. **Rotondo motions to approve the FY27 budget as proposed. Seconded by Lane. The motion is approved 8-0.**

Harbormaster Update

Dickman is unable to attend, so Earl relays some funding requests for the Harbormaster's office. One of the requests relates to operating costs that account for the commercial marina's portion of electric and related utility expenses on a meter shared by the Harbormaster building. The other relates to capital expenditures and is accelerating the purchase of two radios planned for FY27 to this year's budget, along with an unanticipated antenna upgrade, to utilize the \$8k remaining in

the Harbormaster's budget for equipment. The equipment includes a Mobile police radio for the new patrol boat for \$6,312.70, a handheld tri-band digital radio to be shared by Assistant Harbormasters for \$5,034.98, and the replacement and upgrade of two building VHF antennas and associated wiring for \$8,316.00. A recent evaluation by a radio communications specialist confirmed the current antenna and wiring systems are deficient. They are often unable to hear USCG Sector Boston or calls from the West Beach/Misery Island area. The total cost of the equipment adds up to \$19,663.68, so Dickman is requesting \$11,663.68 to cover the balance after the \$8k from his budget is used. Dickman notes that he has been working with the Grants Department to find outside funding sources but has not been able to secure grants for these specific communications and infrastructure items. Dickman explains in his email to Earl that the Harbormaster's FY27 budget for boats and equipment was reduced to \$3k, which is down from \$8k in FY26 and \$10k in FY25. Earl notes that these budget line items are use it or lose it, so it would be prudent to help the Harbormaster utilize this \$8k in their budget before the end of this fiscal year.

Rotondo motions to approve a transfer of \$1,100 to the Harbormaster's office to account for electrical usage for the commercial marina. Seconded by Lane. The motion is approved, 8-0.

Rotondo motions to approve a transfer of \$11,663.68 to the Harbormaster's FY26 budget for boats and equipment. Seconded by Callaghan. Discussion: Callaghan gets confirmation that this would be under the FY26 budget. There is also discussion about utilizing trusted vendors so as not to delay the purchases. White notes that there may be grant opportunities for communications equipment through regional collaboration, as their radio signal should be able to reach USCG Sector Boston. **A vote is called and the motion is approved 8-0.**

Facilities

Ciancarelli reports that DPW fixed 4 or 5 leaks on the water lines and damaged spigots for the floats. They should start work on the balusters next week. The recreational contracts are out, but one or two customers still owe payments. The commercial contracts will go out soon. Ciancarelli is hoping the pier portion of the hoist pier will be finished by June with the delivery and installation of the hoist by mid-June. Upon further investigation of the electrical upgrades to the pedestals, one customer truly needs 50-amp service while the other two have dual 30-amp services coming off of their boats that should work with the existing pedestals. The cost for the upgrade to 50-amp service for 2 pedestals is about \$30k. Ciancarelli has received drawings and a quote for the security gates, but it will get added to the hoist pier project as a change order.

(Rotondo leaves at 7:13)

Harbor Fest

Earl met this month with a subgroup on Harbor Fest planning. Spang will take on social media marketing, Crowell will handle incoming vendor coordination, Rotondo will mark out the vendor spots with flags, Freeman will coordinate the children's games and activities. Callaghan has

reserved the inflatable whale for the event date and backup rain date. Earl is working on food vendors and is open to suggestions. There will only be two beer vendors this year.

Dockwa

Earl reports they have already had 17 transient visitors for over \$300. The previous two years they had 3 visitors for around \$50 by this time.

Mission Boathouse event

Earl notes that this event went off with no major problems. It was moved inside due to weather.

Knot Spot event

Earl reports they had about 20 to 25 people showed up for the unveiling of this exhibit.

Glover Wharf Upgrade ideas from Beverly Main Streets

Danielle Payant introduces herself as Executive Director of Beverly Main Streets. She would like to put more focus on the harbor area businesses. The Design Committee discussed improvement ideas for the area and put together some images. Shade is the biggest priority. Benches are also important to attract people with swinging benches being a particularly big draw. The third activation idea was a mural on the concrete that could be interactive such as a maze or life size checkerboard. The fourth priority is beautification ideas that include flags or hanging plants. Payant has felt the hanging plants require a lot of maintenance and water, which is becoming a scarcer resource, but feels there are options for native landscape displays. White sees an opportunity for collaboration with the Conservation Commission. Payant notes that anything providing a photo opportunity is a big draw and references the bewitched statue in Salem. She does note that Main Streets is stretched to its limit with funds and staffing, so they would not be able to offer much here beyond ideas. Payant also notes that Main Streets wants to plan for thoughtful ways to manage tourism and mitigate potential impacts to residents, but they feel the time is right to improve Glover Wharf as an attraction. Earl considers forming an exploratory group to look at these improvements and asks Payant if any Main Streets volunteers would be willing to join. Payant responds that Main Streets would like to be involved. Lane mentions the problem of connecting the harbor to the rest of the city. Payant mentions the need to reach more businesses in the lower end of Cabot and Rantoul. She also suggests that Main Streets could do interview reels with HMA members.

Adjournment

There being no further business before the Harbor Management Authority this evening, Suminsby makes a motion to adjourn. White seconds. Motion to adjourn is approved 7-0.

The HMA Meeting is adjourned at 8:15 pm.