



Provincetown Public Pier Corporation (PPPC)
Provincetown Town Hall, Judge Welsh Room
Meeting Minutes of April 25 2019

Members Present: Regina (Ginny) Binder (RB), Herbie Hintze (HH), Scott Frasier (SF) Carlos Verde (CV)

Excused Absences: Rick Holland (RH)

Other Attendees: Rex McKinsey (RM), Doug Boulanger (DB) Jamie Demetriou (JD)

Public Attendees:

Chair, Regina Binder, called the Provincetown Pier Corp meeting to order at 5:07P.M.

Public Statements: None

Motion made to approve amended PPPC Meeting Minutes of April 11 2019

Motion:HH

2nd Motion:CV

Yes: (SF), (RB), (HH),(CV)

Motion Passes

Special Agenda Items:

(GB) Reclassify office position to full time/permanent. Office Manager Position Vote

Yes: (SF), (CV), (RB), (HH)

Motion Passes

Facility Managers Report: (DB)

Seasonal Staff-

Seasonal staff for the Pier Operations group has been finalized.

- Crew and orientation will start on Tuesday the 16th.
- A task (to do) list/timeline has been put together by the FM of items to be completed by specific milestone dates this spring in preparation for the season to begin.

Pier Operations, maintenance and repairs

- One of the 1st tasks on the list will be deck board replacements on the main Pier and work on the Courtesy Float as a temporary fix
 - Will be looking into obtaining quotes for a more permanent solution.
- Canopies and benches will be going in place by the end of April
- Met Art Green this week and both ice machines were serviced and the 5 ton was repaired.
- Public Restrooms- ladies room door repair began last week
 - Plumbing repairs the 1st week of May
 - Restrooms opening on or before May 15th, 1st Ferry Thursday May 16th

- Fender Pile replacement to begin mobilization the end of next week, by AGM
 - Notice out to Fishermen next week
 - Installation will take 2-3 weeks
- Line painting/stripping to take place the 1st week in May
 - We are working around this schedule where impacted
- Trap shed readiness and database update, Trap sheds open 15th of May
- Excursion floats and gangways began installing this week

Marina Renovation Project-

- Communication Plan/notice was sent out with all floating dock renewals as well as mooring renewals in the cover letter letting everyone know what would be coming this summer and the impact on floats, parking and anticipated access etc..
 - A meeting was also held with the Fisherman back on Jan 24,2019
 - We are working on a weekly communication plan that will involve using such tools as the Town talk Facebook page, the town website, the Pier Corp FB page as well as individual mailing list and email lists and of course direct phone calls to whom necessary. Would like to get to a format distribution list where this update is going out weekly, daily when and to whom necessary.
- Construction kick off meeting will take place on Thursday the 18th of April, 2019 at 11:30am at the Town Hall in the Caucus Hall
 - Items to be discussed will be Baseline Schedule, Mobilization Plan, Parking Strategy, Delivery logistics, timelines & storage, as well as Submittal questions and GEI Q&A's
- Will request to have a Layout/"Blueprint" showing the construction Phases as well as a Basic Timeline schedule to be posted on the exterior of the construction trailer or on a freestanding Bulletin board, to include basic contact info as well.

Additional Items:

Main waterline system out to the Pier

- Inspected and surveyed in 2016
 - Further investigation and engineering needed, working on researching this concern and options for updating and or replacing...
- Capital Improvements schedule and update data base
- Property management data base
- Researching replacement or repair to street poles/lighting down the pier boardwalk, possible warranty.

CV Is there any grant money for the courtesy float?

RM If we can buy some time this could be a possibility.

HH Painting of the transportation dock can we put sand in the paint?

RM We can look into this.

Discussion ensued re. Transient Vessels report. The transient log has been updated to include:

Emergency Contact
Method of Payment
Insurance
Email

Pier Managers Report: (RM)

RM Presented the before and after drawings from GEI for the West Floats. The drawings are not accurate and need to be redrawn.

CV We shouldn't pay since it is not accurate?

I would ask staff if there will be a rate increase by these expansions. We should have an increase because they are getting an increase.

RM That would be in the pier regulations we'd have to look at CH 91.

RB It isn't CH 91 but I'll verify that.

RM Currently in regulations the only thing that allows an increase is in a rate, based on capacity/passenger.

RB That's why Scott and I were looking into a GANTT Chart.

Because of the upgrade of the facility.

Staffing: May 6 to the 12th AHM will start same set up as last year. For daytime deck and boats. Two on second shift and one for 3rd starting June 17th.

HH Can we not have Harbormaster on every shift?

RM We made that change last year. They say Asst. Harbormaster

Sub Committee Report:

RB Trap shed. Today they are bringing in the lumber to divide the sheds. And we got the final electric bill for the trap sheds and we are looking at last year's vs. these years.

Discussion ensued about term limits on Trap Sheds:

RB Lets keep a file of applicants and see how the demand builds. I don't think we have an inventory of artists, and the demand for this.

SF We need to find out where Steven Roderick is in the process of taking over the books.

Directors Statements:

CV CCS is doing a great job and there is a great working relationship with CCS and our local fisherman.

I also went down to the pier one day in the pouring rain and noticed Operations working in the rain and I'd like to say thank you.

SF Congratulations to Jamie! I will be absent the 13th of May till the 13th of July.

HH Can we find the blinds that come down around the pavilion to protect people from the rain?

RM I'll look around I know of some places that might have some.

New business:

RB We have been asked to accommodate a film crew. It will be a series that will be filmed in Provincetown and on the Pier. May 9th will be the vote on this. Filming will be 4 hours on the Pier.

RB Will keep us updated on this.

Motion made to adjourn the Provincetown Pier Corp public meeting of April 25,2019 at 6:45 pm

Motion: (CV)

2nd Motion: (HH)

Yes: (HH), (GB), (SF), (CV)

Chair, Regina Binder, adjourned the PPPC Meeting of April 25 2019 at 6:45 PM

Respectfully submitted,

Jamie Demetriou
Office Manager