Provincetown Public Pier Corporation (PPPC)
Judge Welsh Room - Town Hall
Meeting Minutes of Thursday, January 12, 2012

Members present: Lee Ash, Carlos Verde and Scott Fraser.
Members absent: Rich Wood (excused) and Ginny Binder (excused).
Other Attendees: Rex McKinsey (Pier Manager/Harbormaster) and Ellen C. Battaglini (Administrative Assistant).

Chair Lee Ash called the Public Meeting to order at 5:05 P.M.

AGENDA

Public Statements

None.

Special Agenda Items

None.

Review Minutes

A quorum was not present to approve the minutes of November 28 and December 8, 2011. They will be approved at the next Public Meeting.

Directors' Statements

Rich Wood: Lee read Rich's Director's Statement. The Statement reviewed proposed Pier winter projects, including MPO, dredging, maintenance plan, tenant review, floating docks plan, revenue generation, grants, handicap and transport floats, old courtesy float repair and new courtesy float sign and expansion. Suggested each Director volunteer to take responsibility for an item on list. He will work on Pier maintenance plan.

Discussion ensued.

Scott Fraser: Reviewed financial issues of concern. Met with Rex and Rich Bienvenue re audit. Draft FY2011 audit is finished. PPPC has only draft audits for last several years. Issue should be settled to enable audits to be finalized. To that end, Board should insist

that Town reconcile their accounts with PPPC accounts as soon as possible. Suggested moving off fiscal year and onto calendar year, as it is more consistent with HM business cycle. PPPC should get rid of large accrued liabilities on books. Will take job of working on finances vis-à-vis Town and getting figures more in line with reality. Would like to create allocation of revenues, costs and employee time to specific lines of business for financial reporting purposes.

Brief discussion ensued.

Carlos Verde: None. Asked Scott if he had a chance to look at AR.

Brief discussion ensued.

Lee Ash: None.

Pier Manager's Report

Small Claims Court – Got a $3000 settlement from former tenant in arrears, principal less finance charges. Tenant on a monthly payment plan to commence in spring. Will have periodic payment reviews by Court.

Accounts Receivable: Same tenants every year are in arrears. Welcomes a policy change of non-renewal if money is still owed.

Trap Sheds - No word yet from DEP re application for 2 more trap sheds.

Harbor Committee - Joint session of Harbor Committee and Conservation Commission Tuesday to discuss RFQ for beach monitoring plan. Harbor Plan is entering final phase in state approval process.

Accounts Reconciliation – Dan Hoort sent questions to PPPC auditor. Hopefully will have answers soon.

Marine Debris – Public notices going out for boats to participate in clean-up of Harbor. Reviewed process for project.

Rockland Yacht Club – Scheduled a race from Provincetown to Rockland, ME on July 28, 2012. HM Office is providing support in terms of resources.

Pier Maintenance Plan: Working with Rich on 5-year maintenance planning tool, including costing out long-term maintenance expenses. Will roll over every 5 years and allow long-term planning for capital reserve and for better understanding of what will need to be done to maintain sustainable operations. Includes working with floating docks and potential for wave attenuation configuration.

Discussion ensued.

Vast – Conference call with USCG, NPS, DEP and SAC to discuss options. CG will research cost to raise and dispose of vessel. He will work with SAC to recommend changes to state laws re options and timelines to address abandoned boats.

Any Other Business

Carlos asked for Eddie Ritter update. Rex needs to measure exact location of boat on beach.

Carlos asked about Opal. Rex reported that it was sold, hauled out and de-commissioned.

Discussion re Rich's Winter Projects ensued. Scott volunteered for 'Tenant Review'. 'MPO' is being handled by Lee and Rich. Rex meeting with Lt. Golden re MPO and will have more information by next meeting. Ginny was suggested for 'Revenue Generation'. The grants will be handled by HM staff. Carlos volunteered for 'Dredging' issue.

Carlos raised issue of delinquent tenants and possible payment options for 2012 season.

Discussion ensued. Policy regarding AR and collection do not need a Public Hearing process, unlike rate changes. The Board tabled the issue until the full Board was present.

Motion to adjourn @ 6:15 P.M.

Motion: Carlos Verde **2nd**: Scott Fraser

Vote:
Yes: 3 **No:** 0

Motion Passes.

Respectfully submitted,
Ellen C. Battaglini
PPPC Administrative Assistant

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Lee Ash, Chair