



**Provincetown Public Pier Corporation (PPPC)
Judge Welsh Room
Meeting Minutes of Thursday, August 13, 2015**

Members Present: Kerry Adams (KA), Carlos Verde (CV), Ginny Binder (GB), Scott Fraser (SF) and Herbie Hintze.

Members Absent: None.

Other Attendees: Rex McKinsey (RM), Harbormaster, and Ellen C. Battaglini, Administrative Assistant.

Chair Kerry Adams called the Public Meeting to order at 5:02 P.M.

AGENDA

Public Statements:

None.

Special Agenda Items:

Annual Election of Officers:

A motion was made to re-elect the current officers.

Motion: Herbie Hintze

2nd: Carlos Verde

Vote:

Yes: 5 **No:** 0 **Abstain:** 0

Motion passes.

MOU, Appendix A and September meeting: GB said that the signing of the MOU was a positive step in the right direction with the Board of Selectmen. She suggested forming a sub-committee to refine Appendix A and present it to the BOS a week before the September meeting. She volunteered to serve on a sub-committee to work on it. The Board briefly discussed the CIP, the maintenance budget and contingencies and the September meeting with the BOS.

The Board signed two copies of the MOU.

Draft policy statement: SF explained that the impetus for a draft policy statement came out of the Finance Committee meeting that he attended. He made a commitment to FinCom that the Pier's audits would be integrated into the Town's budget cycle by the end of this year. The Pier's auditors are aware of this schedule. He would like to develop a policy in order to put an end the

numerous and continual conversations about the topic. He reviewed the draft of an accounting systems policy.

Review of Minutes

A motion was made to approve the PPPC accounting systems policy statement.

Motion: Carlos Verde

2nd: Ginny Binder

Vote:

Yes: 5

No: 0

Abstain: 0

Motion passes.

SF then reviewed a flow chart of how the cash moves in and out of the Pier's Quickbooks software and the Town's MUNIS software and a chart entitled, "Generating a Year-end Cash Balance for PPPC". The system that is in place now should eliminate any material weaknesses in the Pier's audits in the future. He explained how the Pier's books would be audited going forward. From now on, our auditor will only ask the Town for MUNIS transactions that it has initiated on behalf of the Pier that are not reflected in the Pier's bank statements at the end of the fiscal year. So in the future, if the balance in MUNIS does not agree with the balance in Quickbooks, it will be the problem of the Town, not the Pier.

Review of Minutes

A motion was made to approve the minutes of the Public Meeting on 07/09/15 as written.

Motion: Ginny Binder

2nd: Herbie Hintze

Vote:

Yes: 5

No: 0

Abstain: 0

Motion passes.

Directors' Statements:

KA: He thanked the Board of Selectmen for the recent meeting and apologized for his absence at the meeting. He reminded the Board that the Swim for Life was coming up and hoped that everyone would be able to attend in some fashion. The season on the Pier has been going well so far, barring a few squid episodes.

GB: She was looking forward to a new era of working cooperatively with the BOS, with regularly scheduled meetings. She acknowledged and thanked SF for his work on the MOU.

SF: He has heard that a large percentage of people that dominate the squid fishing space on the Pier appear to be engaged in commercial fishing. When the behavior of quasi-commercial fishermen cause the Pier to be shut down, denying local families and tourists who want to squid fish recreationally, he thinks the Pier has a responsibility to inhibit them from breaking the law. Even though it is happening, it is hard to prove that they are engaging in commercial fishing. He suggested petitioning law enforcement or the Division of Marine Fisheries, for help in remedying the situation. The Board briefly discussed the issue.

CV: He suggested that the number of people be limited on the Pier at night for safety purposes.

RM said that by limiting the space that can be used is a way to limit the activity, but it is not going to have the effect of insuring that everyone gets to participate in the activity. The people that are in the quasi-commercial area have plenty of economic incentive to be the first ones there and the last to leave. CV said it may take some creative thinking on the part of the Harbormaster's Office to control the situation and come up with a policy to limit the number of people who fish. The Board discussed options. RM said that he was open to suggestions for dealing with the situation, but for now he would like to keep the 9:00 P.M. fishing curfew in place, possibly for the rest of the season, and then write a more formal letter to DMF asking for assistance. KA suggested forming a sub-committee to work on the problem and volunteered to serve on it, as did CV.

HH: He thanked Ellen for her work on the minutes and keeping the books. He also thanked staff for doing a good job managing the Pan Mass Challenge.

Working Group Reports

None.

Pier Manager's Report

RM said that the barge, with its new power pack, is floating. Hydraulic leaks have appeared and many of the hoses, lines and valves have been replaced.

Rehab has started on the awning/shade structures. Some of the rust is thinning out the walls of the steel trusses. They have been on the Pier for 10 years, and could last for at least another 5 to 8 with some rehab, after which they will show up on the CIP soon. He would like to expand them down some of the other walkways on the Pier.

The Yankee Lambda Car Club left a couple of years ago for various reasons, however they are back this year on September 19th and they will be staying at the Provincetown Inn.

The FEMA people visited in regard to the 2015 storm damage to ask questions and to start outlining what documentation in regard to labor and materials will be needed. There was also a meeting with MEMA and the Pier's engineers in regard to the Environmental Notification Form to determine whether the floating docks project will need an environmental impact review.

A contingent will visit Portsmouth, NH visit on October 1st and 2nd. This will be a follow-up to a visit earlier in the summer as they work on the development of a ferry terminal.

The engineers will be on the Pier on Tuesday for the annual survey. The CIP will be updated from their report and will be presented to the BOS at the September 28th meeting pursuant to the MOU.

CV asked about the beached boat monitoring. RM said that boats have been tagged.

CV asked about difficulties with the cameras. RM said that the cameras were back online.

CV asked about the eventual replacement of Marine 1. RM said that would more likely be funded by a Homeland Security grant and would require the participation of several Town departments and Boards to support the acquisition and should include a reassessment of the capabilities of M1 and a reevaluation of the needs of the Harbor. The Board briefly discussed the topic and agreed to put it on a future agenda.

The meeting was adjourned at 6:00 P.M.

Respectfully submitted,

Ellen C. Battaglini,
PPPC Administrative Coordinator

Kerry Adams, Chair