



**Provincetown Public Pier Corporation (PPPC)
Judge Welsh Room
Meeting Minutes of Thursday, November 10th, 2016**

Members Present: Kerry Adams (KA) (arrived at 4:47 P.M.), Ginny Binder (GB), Herbie Hintze (HH), Carlos Verde (CV)

Members Absent: (GB) Ginny Binder (excused), (SF) *Scott Frasier (Conference call-in)*

Other Attendees: Rex McKinsey (RM), Harbormaster, Jarrod Koskey (JK), Administrative Assistant, Ray Sturdy III (RS) Pier Business Manager.

Additional Attendees: Katie Ward (The Banner)

Chair Kerry Adams called the meeting to order at 5:00 P.M.

(KA) made introductions of the board members as well as (RM), (JK) and (RS)

Public Statements:

None

Special Agenda:

(KA) brought up the matter of the Charter Commission Correspondence and it being finalized and the re-write from (GB) and asked (RM) when this had to be done by. (RM) stated no deadline had been provided but he would like to complete it tonight or the following meeting. He continued on by mentioning that himself and (GB) had re-organized it so that it was more clear as to what the Pier Corps is, what the Board of Directors are and their role. He stated that it is important to review the draft and re-write to fully understand the document.

(KA) asked the board if they would like to make a vote on this in the present meeting or wait until the following meeting. (HH) mentioned there being no rush on it needed.

(CV) stated he would like to handle now since (GB) did review and understood it,

(SF) mentioned he is pleased with it.

Motion to pass Chapter 8 Charter as re-written made by (CV)

Roll call vote:

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

Yes: 4

No: 0

Abstain: 0

Motion to pass Chapter 8 Charter as written passes.

(KA) brought up the Bourne Engineering and Capital Plan for review.

(RM) stated the report had a revised budget included on it and adjustments for the Bourne Engineering report as brought up in previous meeting. Took Capital line budget out but carry accrual due to that is how Quick looks is set up and would like to speak with (SF) offline regarding this.

(RM) stated all is moving along ok and we are at \$38,000 and still at this year's budget of \$52,000 but income/expenses side still shows negative due to income happens in the 4th quarter and believes we will be in a positive position.

(CV) brought up potential of salt water ice machine and if it could be included and (RM) stated that that would be hopefully covered by a grant. (CV) stated maintenance of such or maintenance of old fuel dock and (RM) mentioned that is being handled by Shellfish Department now but he and (CV) agree that should be kept on maintenance or on the radar.

(RM) mentioned the analysis of 295 budget and payroll hours. He stated this was done with a full year's collection of data and believes it does validate the \$196,000 Harbormaster allocation. He continued with the data collection and numbers. He believes this would possibly be useful for the Board of Selectmen's meeting coming up.

(RS) gave clarification as to the data and the separation of regular hours and overtime hours on the form as (CV) had a question regarding it.

(KA) stated this should be attached to the 295 that would be provided to the Selectmen.

(RM) stated that there are two other items on the agenda for the Board of Selectmen's meeting. The first being the report on the management services agreement and this is a perpetual agreement as long as they continue to fund it and we continue to accept the funds. There are requirements such as status of equipment that will need to be presented at the November meeting along with the 295 budget. He then continued by stating the Bourne Engineering will also be at the meeting to present their work and then a discussion with the Board of Selectmen regarding the Capital Project request which is the Town Manager's budget for four years of \$200,000.

(KA) stated this is assuming we receive the FEMA funds?

(RM) replied we are getting the FEMA money and he spoke with Mr. O'Conner that day to plan the next steps. The concrete pour is finished for the pilings then that can be closed out once all bills are received then that project can be closed out with FEMA and see the length that project took as well.

(KA) stated that we won't see the funds until 2019 and (RM) replied that Mr. O'Conner's assistance will likely quicken that time frame up to be shorter.

(RM) continued that if the Town Manager is comfortable with what the capital reserve is set at then he can sign off on the other \$200,000.

(CV) asked if we can get an up to date billing of Mr. O'Conner's work every two months. (RM) replied that this can be provided or as soon as we get the bill it can be forwarded to the PPPC.

(RM) brought up the final matter of the Board of Selectmen asking for a seafood market and it is on the agenda for all three boards and we need to prepare an RFP to get proposals for a type of seafood market or operation and then see how that proceeds. He suggested creating a more formal offering. He also stated the Shellfish committee is creating a proposal for the meeting that would be a pilot project using the old fuel dock to grow out clams and oysters. This would be helpful with both the commercial and recreational shell fishing and would be the next step in what the Shellfish Department has been doing. He also brought up that the Chapter 91 license does include this area so if any changes needed to be made they could be done.

Review of Minutes:

A motion was made to approve the minutes of the October 27th, 2016 Public Meeting as written.

Roll Call Vote:

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

Yes: 4

No: 0

Abstain: 0

Motion passes to accept minutes of October 27th, 2016 as written.

Directors Statements:

(CV) mentioned that he made a trip to the pier when the New Bedford fishing vessels were present and tied up to the composite piles and seemed to be doing well and were tied to cleats, which was nice to see and he believes all seems to be going smoothly on pier and the pier is clean. He then thanked (RS) for accepting the position as Business Manager.

(KA) stated the idea of a special sculpture from Dwayne Steele be displayed on the pier as there is no space by the Lobster Pot Christmas tree. The area in question would be the area near the entry to the pier's sign. Also thanked (RS) for a great job. He also made mention to Isaiah Ayala's and Ryan Carlson's departure soon and he feels they did a great job.

(SF) also thanked (RS) and his work thus far and welcomed him aboard.

(KA) then thanked (JK) as things seem to be running smoother in the office.

Pier Manager's Report:

(RM) stated that the Town Manager sent a web link to himself and (KA) to a selectmen's meeting in Desert Island, Maine. The link was regarding banning cruise ships and stated how he was struck by the amount charged by the Harbormaster there and it was much higher than what we charge. He then made a request to (RS) to call other ports for what they charge to adjust our rates and would like to have a set rate as calls are coming in for the 2017 Summer season.

(RM) also stated to (SF) due to the higher number of people traveling by boat is high and increasing and that is the level of research he is hoping for (RS) to provide to help detail what the Pier Corps is doing and commercial fishing fleet is doing as a benefit. He then introduced a report from Meribeth Ratzel included in the meeting packet and how the data in that report assists in the measure of the commercial fishing industry and its impact on the town.

He pointed out that the data she gathered was broken down to assist in segregating Provincetown from Chatham and how most of Provincetown's product stays within the regions whereas Chatham's leaves the region. This would help them to increase what they do with their seafood.

(CV) questioned the numbers she gathered as being so high and how it was gathered.

(RM) stated that it is vital to separate what Provincetown's numbers along with Truro and Wellfleet's to be able to show that we are not merely engaged in commercial fishing but dependent on commercial fishing.

(KA) asked (RM) to see if she could explain where she got the numbers for Truro.

(RM) stated he wanted to include the findings of the numbers on the agenda for the next meeting.

(KA) asked if we received any complaints from our customers regarding the cruise ships or caused any problems with operations and (RM) replied there were no issues.

(KA) expressed his interest in seeing the cruise ships to continue and potential changes in fees.

New Business:

(CV) asked if Rob Casper had been replied to from his question posed from the prior meeting.

(RM) replied that he did get a reply.

(CV) asked about a breakdown on the cost of the pilings once everything is paid and if we were doing any updates or maintenance on Marine I, II or III and (RM) replied they are all fine. (CV) asked about updates in the future. He also asked if there were updates on the mooring/ locations.

(RM) stated we are not at that point but still using present program but would like to use a program similar to that which PPD uses.

(CV) brought up the topic of replacing the HM vehicle and trading in for a pick-up truck for practical reasons.

(KA) mentioned the weekly meeting with Mr. Panagore and special thanks, as it does move things in a positive direction.

(SF) expressed his interest in also getting a new HM vehicle from PPPC funds.

(KA) made a motion to adjourn the PPPC Meeting of November 10th, 2016 at 5:55 pm

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

Yes: 4

No: 0

Abstain: 0

The meeting was adjourned at 6:19 P.M.

Respectfully submitted,
Jarrod Koskey
PPPC Administrative Assistant

Kerry Adams, Chair