



**Provincetown Public Pier Corporation (PPPC)
Provincetown Town Hall, Judge Welsh Room
Meeting Minutes of Thursday, June 8th, 2017**

Members Present: Kerry Adams (KA), Scott Frasier (SF), Herbie Hintze (HH), Regina (Ginny) Binder (GB)

Other Attendees: Rex McKinsey (RM), Ray Sturdy III (RS), Jarrod Koskey (JK)

Excused Absences: Carlos Verde (CV)

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

(KA) asked for any public statements. (None)

(KA) asked for any special agenda.

Special Agenda:

(RM) began discussion of the topic of renewal float space licenses on MacMillan Pier for the 2017 season and that all float space holders have submitted necessary documentation and Payment's with the exception of Hindu of 10W as they have not returned yet but he has spoken with Josh regarding 10W and they will be returning.

Motion made to renew all float space licenses for the 2017 season to include 1E, 1W, 2W, 3W, 4W, 5W, 6W, 7W, 8W, 9W and 10W.

Motion: (GB)

2ND Motion (SF)

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

Motion made to approve all float space licenses for the 2017 season, passes.

(KA) started discussion regarding the livery and taxi issue of entry to the pier.

(GB) brought up the issue of pre bookings and if there is a place to have the livery drivers wait in an alternate area from the taxi drivers.

(RM) replied that previously the livery drivers were directed to the private vehicle area but this year they are being directed to wait in the same area of the taxi companies.

Discussion ensued and the idea of waiting for the hearing on June 13th to make a final decision.

(HH) stated that one of the problems he encountered was the drivers having confrontations with one another over the parking locations as the liveries were with the taxi companies without having been called.

(SF) asked (RM) if the problem was a lack of space to which (RM) replied the issue was the confrontations amongst the drivers. (SF) suggested that taxi drivers can be allowed to wait but livery drivers should have a name of a passenger otherwise they should be kept at Lopes Square. Discussion ensued between board members and how this will be set forth by the licensing

department and their decision on a separation of liveries and taxis.

(GB) mentioned having two plans depending on the licensing departments decision. One plan being no separation and the other that the liveries cannot park on the pier without a customer name.

(RM) brought up that this subject was brought forth due to the UBER and LYFT issue.

(HH) stated that he spoke with a town visitor who informed him that an UBER charged \$190 from Logan Airport and a taxi company would have charge upwards in the amount of \$375.

He believes that UBER will be the popular choice due to this price difference.

(KA) stated that keeping them separate for now until the meeting on June 13th is the best option and then any changes can be made after the June 13th meeting.

(RM) asked (JK) to download an UBER app to help keep an idea of how many UBER calls were present on the pier.

A motion to accept the PPPC Meeting Minutes of May 25th, 2017 as written was made.

Motion- (KA) 2nd Motion (GB)

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

Motion made to accept minutes of PPPC Minutes of May 25th, 2017, as written passes.

Pier Manager's Report:

(RM) began by reporting that Marine I was launched June 8th and did take a bit longer due to maintenance. He also stated that Patriot Marine was able to set thirteen pilings in three berths at the rate of \$8,500 and over the next couple of weeks bolting up the pilings and repairing the walers will be taking place. He also reported that Building and Grounds had made a check of the needed repairs for the Harbormaster's building. The repairs will include repair or replacement of two windows on the south side of the building as well as the trim and the old heater vent on the south side. They will also be replacing the two doors of the mechanical room and both ferry terminal restrooms. Additionally they will be repairing some trim on the west side of the building.

(RM) continued by mentioning the Coastal Rowing Regatta would be taking place the following weekend and that he and Luis Ribas would be out for the of town the afternoon of June 9th for a C&IHMA meeting.

Directors Statements:

(SF) began by stating there were three topics he wished to discuss being that the audit and audit report were completed, the audit report being clean with one qualification being pension liabilities and allocating net income to reserve.

He continued by stating that the audit report would be complete once all signatures were received and he also asked the auditor for a list of due dates for information needed by the staff thus also giving staff the foresight to attain any needed information from the town to avoid problems for the following fiscal year. He continued by stating the audit was clean with the exception of the pension liability. Discussion ensued regarding the subject and the estimated pension percentages being \$40,000-\$50,000 to break out.

(SF) continued on with the second issue of un-reconcilable differences of previous years have returned. He stated he asked staff to create a step by step procedural guide to keep it as it was for a couple of years when the issue did not present itself. He stated that due to the change of personnel, the guide not being done and our inability to control what the town provides us with. He continued that (JK) is working diligently to maintain and keep Quick Books kept in an efficient manner and lost entries may be due to some of the discrepancies but believes the issue is stemming from another reason. He continued that the balance in the Pier Corp checking operating account was \$1,000,063.00. He further stated that this may indicate that the deposits are being made but the money is not being withdrawn by the Town of Provincetown out of our checking account but there account and then withdrawn from our checking account to reimburse the Town of Provincetown. He reported the process in which former employees met at the end of each month and did each monthly re-conciliation but due to the town not withdrawing money this is a problem that affects our numbers. Therefore the auditor has included a comment that there is approximately \$51,000 that cannot be reconciled. He realizes that town and pier are working on this.

(SF) continued by reporting that the pier had an operating surplus of approximately \$120,000 which represents operational finances only.

(SF) continued with the assets and liabilities on June 30th, 2016 and assets exceeded liabilities by \$477,000 which indicates 50% of the revenue was saved. He discussed the restricted assets of \$130,000 and unrestricted amounting to \$270,000. He continued by reporting we had replenished \$129,000 to the maintenance reserve and due to the town agreeing to fund the major refurbishments and believes the maintenance reserve can be limited to no higher than half a million dollars. He continued that if no emergencies arise we could forecast a surplus of approximately \$100,000 per year until we get the maintenance reserve fully replenished. He further stated that if we could get the reserve up closer to \$220,000 then the town manager is more likely to fund more capital repairs.

Motion made to allocate the net income to maintenance reserve.

Motion (GB)

2ND Motion (HH)

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

Motion passes to allocate pier net income to the maintenance reserve.

(SF) stated that should next FY be as positive or better financially we could turn funds back to the town and operate as a profitable business.

(GB) expressed her thanks along with (HH) to the pier staff for the rescue of the persons that were rescued from the breakwater. She also briefly discussed a climate change fund and the potential to allocate funds to this purpose.

(HH) brought up the issue of concern to him of the bikes located on the bike rack on the pier with advertisements and flyers therefore acting as an advertisement.

Brief discussion ensued between (RM) and (HH) and (RM) stated he did bring up the issue last year at town hall. Discussion continued

