



**Provincetown Public Pier Corporation (PPPC)  
Provincetown Town Hall, Judge Welsh Room  
Meeting Minutes of Thursday, May 24th, 2018**

**Members Present:** Regina (Ginny) Binder (GB), Herbie Hintze (HH), Lorrie (Lee) Ash (LA),  
Carlos Verde (CV)

**Excused Absence:** Scott Fraser (SF), Rex McKinsey (RM)

**Other Attendees:** Jarrod Koskey (JK)

**Chair, Regina Binder, called the Provincetown Pier Corp meeting to order at 5:00 P.M.**

**Public Statements:**

None

(GB) opened up discussion for the public hearing for float space licenses.

(CV) asked (JK) when the due dates are for the float spaces and if all are up to date with paperwork and deposits.

(JK) replied with the status of each float space.

Discussion ensued regarding the timing that the documents and invoices were sent out and the details of particular float spaces who had not yet paid.

Discussion ensued.

Motion made to approve spaces 1W-9W, excluding 10W, contingent upon their submission of required documents and deposit by June 14, 2018.

Motion- (LA)

2<sup>ND</sup> Motion- (CV)

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

Motion passes.

Discussion ensued regarding float space 10W.

(CV) asked (JK) to send him a copy of the contract with Hindu.

Motion made to conditionally approve float space 10W upon receipt of the required documents and deposit.

Motion- (GB)

2<sup>nd</sup> Motion (CV)

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

Motion passes

Motion to approve the PPPC Meeting minutes of April 26, 2018 as written with one modification.

Motion- (LA)

2<sup>nd</sup> Motion (HH)

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

Motion passes

**Special Agenda:**

(GB) discussed the employee evaluation forms and the purpose of the evaluations due to changes in position responsibilities. Discussion ensued regarding the purpose and which personnel would be evaluated.

Discussion then changed to the subject of setting up a charge for contractors to have use of the pier and a process for them to follow. (LA) suggested a flat rate per day and requiring them to check into the office. (JK) replied that the same method in place for transient commercial vessels could be followed. (CV) suggested that if the contractor is performing work for the pier the fee should be waived otherwise the rate should be charged per day per piece of equipment.

Discussion ensued

(CV) discussed having any contractors to call ahead to schedule

(JK) suggested using the same template as is currently used for transient fishing vessels. (GB) asked (JK) to send a PDF of this form to the board.

Discussion then began regarding traffic on the pier and the impact large cranes and equipment located on the pier have on traffic.

Discussion ensued and the topic was tabled until a future meeting.

(CV) stated he had a conversation with (SF) regarding commercial fishing vessels and how vessels were being assigned to slips and if there was a vessel waiting list.

(GB) asked if a waiting list could be provided by (RM)

Discussion ensued and it was stated that the board needs to know how and why slip assignments were made this season.

**Director's Statements:**

(HH) discussed the subject of the restrooms on the pier not being completed and suggested having portable restrooms brought on site. The question was asked to (JK) about the time frame of the restrooms. He replied that would probably be completed within the next month. (HH) then brought up the subject of fireworks and the inspection timeframe required. His question was based on the pier being closed to traffic and if the time of closure could be reduced.

Discussion ensued.

(HH) then discussed the topic of the new trap shed and its progress as well as the status of the two vessels that were washed up on the breakwater.

**Pier Managers Report:**

(JK) advised the board that the repairs needed from the storms of the previous winter were being made and they were steadily continuing. He also advised the board that the new seasonal employees were doing well. (JK) stated the he was working with the consultant on the Quick Books transition and the audit should be finalized soon. He also advised that the restrooms were being worked on.

(JK) also provided the board with an update on the status of the float space renewals with regard to completed paperwork and deposits which was also previously discussed.

Discussion resumed regarding the portable restrooms.

**Motion made to adjourn the PPPC public meeting of May 24th, 2018.**

*Motion - (GB)*

*2<sup>nd</sup> Motion - (HH)*

*Yes - (HH), (LA), (GB), (CV)*

**Chair, Regina Binder, adjourned the PPPC Meeting of May 24th, 2018 at 6:29 pm.**

Respectfully submitted,

Jarrold Koskey  
PPPC Administrative Assistant