

PROVINCETOWN PUBLIC PIER CORPORATION

Meeting Place: Town Hall Judge Welsh Room

MEETING MINUTES OF SEPTEMBER 19, 2002

PUBLIC MEETING

Members Present: Joyce Guide, George Hitchcock, Nancy Howard, Martin Michaelson

Others Present: Town Manager Keith Bergman

Members of the Public

Call to Order: Joyce Guide, Chair, called the meeting to order at 4:04 pm.

In order to accommodate the Town Manager's schedule, which precluded him from participating in an Executive Session at the time set forth in the Meeting Agenda, the following action took place:

Motion: Nancy Howard moved that the Board go into Executive Session in order to meet with the Town Manager. The motion was seconded by George Hitchcock, and it was so voted 4-0.

Joyce Guide, Chair, introduced Marcia Fair who had volunteered to take minutes.

She then explained to members of the public the need to rearrange the Agenda and asked them to return at 5 pm.

The Executive Session began at 4:07 pm. and adjourned at 5:06 pm.

The Public Meeting reconvened at 5:06 pm.

1. Public Statements

1) John Baldwin – PROFISH Director

Mr. Baldwin a) offered the services of the PROFISH Directors in hammering out the

Sublease and articulated their interest in working together to bring it to the BOS for approval; and b) expressed an interest in setting a date to accomplish this.

2) ***Marty Huey***

Although an Assistant Harbormaster for the Town during the summer, Mr. Huey stated that he was speaking as a private citizen. He distributed to the PPPC BOD a paper titled, "Public Comment for Provincetown Pier Corporation" dated September 17, 2002 (copy attached), setting forth observations and questions of common interest for discussion. Mr. Huey proceeded to read the 44 items, and concluded by saying that people are waiting for and looking forward to the answers.

J. Guide thanked Mr. Huey for the comprehensive look at operations and for his effort.

3) ***Phil Michaud – VP, PROFISH***

Mr. Michaud expressed the opinion that there is no way to know how the future will play out, but wanted the PPPC Directors to know that PROFISH wants to work with them, that PROFISH wants things to go well, and that the PROFISH Directors are looking forward to working together with the PPPC.

Nancy Howard responded that the PPPC Directors have been working diligently for the past six weeks and are clear about the

following, that 1) the fishermen are customers; 2) the PPPC Directors want to offer a good product for the fishermen; and 3) the Directors understand the fishermen's business and want to provide facilities that support the fishing industry and ones that are successful.

George Hitchcock echoed those sentiments and stated that the Directors want to make sure that the facilities are good for the fishermen.

Regarding the Mr. Huey's Mission Statement request, N. Howard responded that it is a work in progress. Joyce Guide added that a number of Mr. Huey's questions were already covered and/or been determined because they are governed in other jurisdictions, such as the MassActs. She stated that parking is a major issue and that there will be restricted parking for fishermen, but beyond that there is much to work through.

4) *David Dutra spoke to invite the Directors to go out on his boat, at their convenience, for a ½ day and experience a 'tow or two'. He gave his phone number and invited calls before 9 pm any day. The departure time would be between 8 and 9 am.*

The Chair and others thanked Mr. Dutra for his offer and confirmed that they are interested and eager to take advantage of this opportunity.

5) Luis Rivas, President of PROFISH

Mr. Rivas reiterated PROFISH's interest in positive communication and agreed that it is the very best way to reach a mutually-acceptable agreement.

Public Statements closed at 5:31 pm.

2. Committee Reports

1) Legal – *No report. (See September 19 Executive Session Minutes)*

2) Financial – *N. Howard reported that a) she will review the McKinney pro forma figures as soon as they are received. She will also do the same as soon as the Town's Finance Director Bruce Miller's reports are in. At that point she will be able to draft projections in excel spreadsheet format; b) she will be taking a cash accounting approach to the projections.*

N. Howard also presented the scope of services comprised of nine (9) points, and stated that it is dependent upon information gathering and associated data that includes learning what the market is for various aspects of pier operation such as fishing, ice-making, cruise ships, ferries, etc.

J. Guide reported that she had not yet heard back from the McKinney folks but that

she did have a one-page proposal from Gwen Billig, who served as Chair of the Harbor Committee during the developmental period for the Pier, setting forth what she could do for the PPPC.

N. Howard stated that the next step would be to find someone to do research and information gathering, and that she might be able to get a business student in the marketing area to take this on as a project.

Motion: M. Michaelson moved that N. Howard initiate a survey of market price and off-loading provided the collection of data does not incur a dollar outlay by the PPPC or that it does not obligate the PPPC to pay for services before Board discussion to approve payment.

G. Hitchcock seconded, and it was so voted 4-0.

3) Best Practices – *G. Hitchcock reported that he contacted Mr. Simpson in New Bedford – his background is in wharf operation – who has agreed to set time aside for the Directors to tour the New Bedford facilities. Directors agreed to provide time preferences so that a date could be set.*

Visiting Gloucester would not yield sufficient comparable information.

Other Business:

J. Guide distributed a proposal from the Center for Coastal Studies (CCS) to conduct a brief study on current trends within the seafood industry and the steps that must be taken to be competitive. She asked everyone to read it and respond.

Motion: M. Michaelson moved to ask the BOS to endorse and support the PPPC application for a study to be done by CCS to be funded by the Cape Cod Economic Development Council (CCEDC), and that the PPPC Board authorize J. Guide to prepare that request for the BOS packet. G. Hitchcock seconded, and it was so voted 4-0.

Motion: G. Hitchcock moved that the PPPC submit a Letter of Intent to the CCEDC to seek funding for the CCS study, and that J. Guide prepare the Letter with advice from the Directors.

N. Howard seconded, and it was so voted 4-0.

The following action/agenda items for the next PPPC meeting include:

- 1) G. Hitchcock will get copies of all pier-related grant contracts from the Town Grant Administrator.
- 2) Discussion of September 23, Executive Session with BOS.
- 3) G. Hitchcock will set date for the New Bedford pier tour.
- 4) J. Guide will pursue the matter of the vacant seat on the PPPC Board.
- 5) N. Howard will put the data gathering effort in motion.
- 6) J. Guide and M. Michaelson will comment on the pier manager job description submitted by N. Howard and G. Hitchcock.

Next Meeting: The next meeting was scheduled for Thursday, September 26 from 4:30 pm to 6:30 pm; an Executive Session will begin at 4:30 and end at 5:00 at which point the Public Meeting will convene.

Adjournment: G. Hitchcock moved to adjourn the meeting. M. Michaelson seconded, and it was so voted 4-0. The Meeting was adjourned at 6:17 pm.

.....

These minutes were approved by a vote of the Provincetown Public Pier Corporation Board of Directors present at their meeting on _____, 2002.

Respectfully Submitted:

Marcia Fair