



**Provincetown Public Pier Corporation (PPPC)
Caucus Hall in Town Hall
Meeting Minutes of Thursday, January 13, 2011**

Members present: Lee Ash, Kerry Adams, Ginny Binder and Carlos Verde.

Members absent: Rich Wood (excused).

Other Attendees: Rex McKinsey (Pier Manager/Harbormaster) and Ellen C. Battaglini (Administrative Assistant).

Chair Lee Ash called the Public Meeting to order at 5:03 P.M.

AGENDA

Public Statements

None.

Special Agenda Items

None.

Review Minutes

A motion was made to approve the minutes of the Public Meeting on 12/09/10 as written.

Motion: Kerry Adams **2nd:** Carlos Verde

Vote:

Yes: 4 **No:** 0 **A:** 0

Motion Passes.

Directors' Statements

Kerry Adams: Read letter from Chris King re Luis Ribas at request of Mr. King.

Ginny Binder: None.

Carlos Verde: Good letter and all letters re this subject should be treated equally.

Lee Ash: Staff looked into all complaints made against Luis. A response was sent to Mr. DaLomba to inform him that complaints had been investigated and all signatories of Mr. DaLomba's petition/complaint were copied. Found no cause to dismiss anyone. Any new complaints should be sent to her. Considers the subject closed.

Working Group Reports

Trap Shed Report: Kerry gave a brief report on trap sheds. Received 5 or 6 applications for open seasonal space. Would like to put up another shed or two or at least start the process. Rex has as-builts and can now move forward with new trap shed(s) re Chapter 91 application after clearing up some details with engineer.

Board discussion ensued.

A motion was made to send out RFPs for two trap sheds.

Motion: Kerry Adams

Board discussion ensued.

The issue will be placed on the agenda for the Public Meeting on January 27, 2011. Rex will do research re DEP application. And talk to high school and some tech schools about their ability to build a trap shed.

The Trap Shed Sub-Committee will meet next week and decide rates and who will occupy the seasonal shed.

Pier Manager's Report

Munis Budget Report – Reviewed December 31st report. Concerned about wages for seasonals, including part time staffing for storm events. Auditor scheduled for next Thursday. Hoping to finish audit by end of January. Joint meeting with Finance Committee coming up on February 8th.

Discussion ensued.

Spring Board of Selectmen Joint Meeting – Should have information about budget, staff recommendations for public hearings on changes in fees and pier regulations and more information re kayak racks. Harbor Committee issues re kayak rack pilot project, beach-cleaning equipment and changes in Harbor regulations re boats on beach and beached boat stickers are moving forward. May have information from engineering study re floating docks.

Police Radios and Laptop – Received 3 police radios from Cape & Islands Harbormasters Association grant. One base unit will remain in office and one will be put on each boat. Portables will be for staff while on patrol. Radios on boats will allow for better communication with police during rescue operations. Will be receiving a laptop from same grant.

A motion was made to send a thank-you letter to CIHMA for the police radios and the laptop.

Motion: Kerry Adams **2nd:** Ginny Binder

Vote:

Yes: 4 **No:** 0 **A:** 0

Motion Passes.

Market Survey – Continuing research on dockage and electrical rates for other harbors. Updates coming with recommendations for the Public Hearing. Several other ports have kayak racks and charge for them, others have a lottery system.

Barge Waiver – Kerry presented a “hold harmless” clause to add to the crane barge/forklift rental form.

Board discussion ensued.

A motion was made to endorse the “hold harmless” clause, thank Kerry for formulating it and being vigilant about HM liability issues.

Motion: Ginny Binder **2nd:** Carlos Verde

Vote:

Yes: 4 **No:** 0 **A:** 0

Motion Passes.

Crane Damage– Kerry suggested charging tenants a maintenance fee for jib crane, which need frequent repair due to abuse from tenants. Suggested fee could be an ‘opt in/opt out’ clause when tenants sign annual contracts.

Board discussion ensued. Board will revisit the issue.

Electrical Charges – Kerry mentioned electrical use issue. Updated market survey will come with recommendations for the Public Hearing.

Motion to adjourn @ 6:30 P.M.

Motion: Kerry Adams

2nd: Carlos Verde

Vote:

Yes: 4 **No:** 0

Motion Passes.

Respectfully submitted,
Ellen C. Battaglini
PPPC Administrative Assistant

Lee Ash, Chair