



**Provincetown Public Pier Corporation (PPPC)
Judge Welsh Room - Town Hall
Meeting Minutes of Thursday, August 9, 2012**

Members present: Lee Ash, Rich Wood, Carlos Verde and Ginny Binder.

Members absent: Scott Fraser (excused).

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

Chair Lee Ash called the Public Meeting to order at 5:02 P.M.

AGENDA

Executive Session pursuant to M.G.L. c. 39, s. 23B (3)

Lee explained that an Executive Session will not be held because, pursuant to recent clarifications of the Open Meeting Law, Executive Sessions are only held for situations of a more disciplinary nature or questions concerning the health of an individual, not issues that the Board has discussed in previous Executive Sessions. Those issues will now be discussed in Regular Session.

Board discussed setting goals for Harbormaster re Pier and Harbor, the continuing semi-annual evaluation of Harbormaster's performance and what supervisory role Board should take re HM staff. In past meetings, Board has discussed having Town Manager take over the supervisory duties in regard to the Harbormaster.

Rich reviewed goals and objectives for the Harbormaster. Rex has reviewed and revised and submitted them back to Board. Rich explained that in addition to performance appraisal re management, goals and objectives would be measurable. Is looking for final feedback and motion to accept.

Discussion re the goals and objectives ensued.

A motion was made to accept the Harbormaster/Pier Manager goals/objectives for 2012 as amended.

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

Vote:

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

Motion Passes.

Rich suggested Directors individually submit to Rex a one-page informal mid-term evaluation of his performance and let Rich or Lee know when it has been submitted. Each Director can discuss evaluation with Rex. Evaluations would be placed in his personnel file.

A motion was made to have each Director submit, and discuss with Rex, on or before August 31, 2012, a one-page informal mid-term evaluation of his performance and to inform the Personnel Subcommittee that it has been submitted.

Motion: Rich Wood 2nd: Carlos Verde

Vote:

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

Motion Passes.

Lee stated that intent of Pier Corporation was geared more towards maintenance of facility and less towards personnel supervision.

Discussion ensued re supervisory role of Board vis-à-vis Harbormaster/Pier Manager and whether Town Manager would assume that role going forward. Sharon Lynn joined the discussion. She has worked cooperatively with the Harbormaster and stated that Town Manager does have some authority over that position and it would make sense that she supervise the HM as well. She’s willing to attend meetings and keep the Board informed of progress towards the goals and objectives discussed above, which are a good guidance tool for both her and Rex.

Discussion ensued. The Board and Rex agreed with the arrangement and will evaluate after a period of six months.

A motion was made to have a six-month trial period when the Provincetown Town Manager assumes supervisory responsibility for the Harbormaster and Pier personnel and that the Chair of the Board of Directors of the Provincetown Public Pier Corporation and the Town Manager work out the communication details of this arrangement, such as monthly meetings, etc., after which a review will be conducted.

Motion: Rich Wood 2nd: Carlos Verde

Vote:

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

Public Statements

None.

Special Agenda Items

None.

Review Minutes

A motion was made to approve the minutes of the Public Meeting on 07/26/12 as written.

Motion: Ginny Binder **2nd:** Rich Wood

Vote:

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

Motion Passes.

Directors' Statements

Lee Ash: Recently the Open Meeting Law has been clarified for Town Boards by Town Counsel. She still had questions related to the public discussion of Town employee evaluations.

Sharon Lynn clarified the issue.

Ginny Binder: Received complaint from Herbie, an employee of a ferry company, re motorcycle maneuvers conducted on the Pier a couple of weeks ago. He felt that it was a public safety hazard and should not occur when there are is heavy pedestrian traffic on Pier. Complimented AHM Galipeau on her management of heavy traffic on Pier during a recent ferry disembarkation.

Rex explained why the maneuvers took place.

Rich Wood: Gangway to dinghy docks is slippery when wet and could be a public safety hazard. Large increase in kids diving off Pier this year, with addition of adults. Situation is becoming a hazard and wants more staff control. Two new sub-tenants on Pier; one on Float Space 1E and one on 5W. Sub-tenants are supposed to come before Board, these have not.

Brief discussion ensued.

Rex will contact sub-tenants of 1E and 5W to appear before Board.

Asked if any pilings had been driven in last two weeks. Rex replied piling work being done on north fixed finger.

Carlos Verde: Asked whether Barry Clifford is paying dockage for Vast Explorer docked at Pier and if his mooring issue has been resolved. Also inquired about issue of Captain Jack's gangway. Cruise for Life was a success, but miscommunication re permits for event. Would like that to remedy that for future events. Asked about progress of mooring field project.

Rex replied that Mr. Clifford is paying for dockage, mooring issue resolved. Cruise for Life licensing turned out not to be an issue. Mooring project moving forward.

Working Group Reports

None.

Pier Manager's Report

Fiscal Year-end v. Calendar Year-end Reports – Reviewed two draft views in packet. Auditor will pick-up information to facilitate his adjustments. Board will study and discuss further at next meeting.

MPO Update – Run-through of hurricane preparation plan next week.

MIS – Working on implementing shared office calendar for boat reservations. Improve clarity and communication for staff.

DEP – Trap Shed license application requires submission of mylar plans and Conservation Commission approval.

Physical Plant – Completion of projects before Luis leaves on vacation. Waiting for a new compressor for the 5-ton ice machine. Received ice deliveries to make up for loss of capacity. Will be replacing zincs on transportation float. Cavallo engine has gone through service interval. Concrete patchwork being done on waterfront park bulkhead. Crane scheduled to come and straighten out flagpole that was bent by Kalmar Nyckel.

Discussion ensued.

Events – Cruise for Life was a success and raised \$42,000 for Dana Farber. Same weekend as Provincetown to Rockland double-handed race with 14 vessels participating. Pan-Mass Challenge bicycle riders in the thousands arrived in Provincetown on Sunday. Angels in the Sunset cruise took place on the 31st. Svedka vodka-tasting activation on Saturday. Finally getting transient yacht business.

Pump-out Station – Appearing before Board of Selectmen on August 13th re pump-out station grant request in conjunction with DPW.

New Business

Rich mentioned a letter he received from Dana Pazolt.

Discussion ensued.

Board decided to let each Director read letter and then discuss at the next meeting. Rex will speak with Mr. Pazolt for clarification as soon as possible and report back to the Board.

Ginny will be reviewing letter from charter boat captains.

Motion to adjourn @ 6:30 P.M.

Motion: Carlos Verde **2nd:** Rich Wood

Vote:

Yes: 4 **No:** 0

Motion Passes.

Respectfully submitted,
Ellen C. Battaglini,
PPPC Administrative Assistant

Lee Ash, Chair