Portland Fish Pier Authority
Board of Directors
Meeting Minutes
Monday, April 9, 2012

Attendees: Board Rob Elder, Terry Stockwell, Nick Mavodones, and Mark Rees. Bert Jongerden (PFE), Ellen Sanborn, Rhonda Provencher and Tom Valleau

1) Welcome & Introductions

Chair Elder welcomed everyone and opened the meeting.

2) Approval of minutes from February 13, 2012

Chair Elder asked for a motion to approve the minutes. Motion made by Terry Stockwell, seconded by Mark Rees. Motion passed 3-0.

3) Financial Update – Rhonda Provencher

Rhonda provided board with budget status report as of March 31, 2012. She explained that there is nothing unusual and that revenue looks solid.

4) Fish Exchange Report– Bert Jongerden

The fiscal year ended in March and the actual landings were 5.4 million pounds. They had budgeted for 4 million, so they are ahead by 1.1 million. He anticipates a small cash surplus of around $20-40,000. Bert feels they will have another solid year this year. He has a project going on with whiting fishing. They have had leakage in their refrigeration and have had to shut down a part of the unit. They have ordered a replacement piece of equipment before summertime comes around. The line of credit is at $100,000 currently and he has approximately $400,000 in receivables. Discussion was held on the blind auction.

5) Update on EDA Grant

Ellen explained that she received the grant approval package but that they had changed the application to construction. She hasn’t signed it because she wants to get clarification of what the funds can be used for and has written a letter to the regional office. She said the cooling tower failed on one side and coolant is leaking. The cost is approximately $45,000 to stabilize it and the FPA has put matching funds aside for this.

6) Dropping Springs Relocation

Dropping Springs perspective was that the move would be at no cost to them. As it turned out the trailers could not be sold and had to be disposed of at a cost of $8,000. They have sent request to Bert to get reimbursed for these costs that they didn’t anticipated. Larry explained that there isn’t anything in the MOU with that Dropping Springs that they would be reimbursed for the cost of disposing the trailers. Everyone thought that this would be a revenue source. Discussion was held on having Dropping Springs come to the next meeting and bring documentation of the actual cost.

Discussion was held on who should/would pay for this. Ellen said the Authority put up money for this relocation so they would be responsible to pay for this.

7) MOU – Doughty Brothers Lease Amendment

This relates to access to the Fish Pier. There have been 3 easements to Waterfront Maine granted. Tamaki has been asked to sign but hasn't as of yet. He wanted to make sure he could use 6' hose to pump water along path a couple times a year.

Motion made by Terry Stockwell to approve MOU with Doughty Brothers, seconded by Ray Swenton. Motion passed 4-0.

Motion made by Ray Swenton to approve and ratify the easements and lease amendment for access around the Waterfront Maine property, including Doughty Brothers and Tamaki, seconded by Terry Stockwell. Motion passed 4-0.

8) Old Business

Discussion was held on lease amendment with Vessel Services. Ray stated that everyone has a different lease on the fish pier and he feels that they all should be paying the same amount of rent per sq. ft. There are currently seven different leases. Ellen explained that the leases were written with long terms. Nick feels that the lease negotiations should be handled through the attorney and that the Board should get a calendar of when leases are due.

Meeting adjourned.