

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
August 8, 2022, 3:00 PM

Class A Director: Member of the Portland City Council - Tae Chong
Class B Director: Representing the fishing industry - Meredith Mendelson, Department of Marine Resources, Vice President
Class C Director: Representing the Commissioner of the Maine DOT - Matthew Burns, Treasurer
Ex-Officio Director: Representing the City Manager - Brendan O'Connell, Finance Director
Ex-Officio Director: President of the Board of Directors of the Portland Fish Exchange - Rob Odlin

VIA ZOOM

This meeting will be held remotely pursuant to the Remote Meeting Policy adopted by the Portland Fish Pier Authority and as authorized under 1 M.R.S. 403-B because of the existence of an emergency or urgent issue that requires the Board to meet by remote methods. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be available in the [Agenda Center](#) following the meeting.

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/89401219850?pwd=NHduTFRuc29EN0x0OXA4QXQ5UEhrQT09>

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1. Approval of May 16 and May 31, 2022, draft meeting Minutes.

- a. Draft minutes attached.

Action Item - Public Comment

- 2. Update on infrastructure and program funding through CARES Act funding - Bill Needelman, Waterfront Coordinator; Meredith Mendelson, Maine DMR Deputy Commissioner**
- 3. Financial update - Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department. Presented by Bill Needelman.**
- a. See attached financial update.
- 4. Facilities Update - Staff Kathy Alves, Facilities Director, and Phil DiPierro, Project Manager**

- a. Facilities Project Reports
Public Restroom Installation along Commercial Street

See attached Report.

5. Portland Fish Exchange Update - Rob Odlin, PFE President; Bert Jongerden, Interim PFE General Manager; Bill Needelman, Waterfront Coordinator

- a. PFE Monthly Landings Report, July 2022
PFE General Manager's Status Report, request for \$80,000 in Financial Assistance

See attached Reports/Request

Action Item - Public Comment

- b. PFE Past Rent Forgiveness Request for \$30,908.30

See attached Request

Action Item - Public Comment

- c. Update on Request for Qualifications and Expressions of Interest process for seeking alternative management.

See attached notice.

6. Marine Trade Center Lease Amendments - Update on Status - Bill Needelman, Waterfront Coordinator

7. Lot 12 and Lot 12A Property Line Survey - Bill Needelman, Waterfront Coordinator

- a. Bristol Seafood requests a survey to be completed to place lot line pins in the ground between Lot 12 and Lot 12A to enable a physical understanding of the boundaries on the PFP.

Owen Haskell has provided Bristol with an estimate of \$400 with work to be completed in approximately four weeks.

With the Board's agreement, staff will use the Engineering line item in the current budget to fund this request. No action required.

See attached map.

8. Homeport Fleet Berthing Agreement Revisions

- a. Prompted by a recent turnover in vessel ownership, Corporation Counsel is recommending revising the standard berthing agreement form for monthly homeport vessel tenants. Staff is seeking feedback on specifics from the Board, as well as from berthing tenants. Issues to discuss will include the treatment of rafted vessels and access to parking in the rear lot.

See attached draft Agreement.

9. Adjournment