

Meeting Minutes

PORTLAND FISH PIER AUTHORITY BOARD OF DIRECTORS

October 25, 2023, 3:00pm

Remote Meeting Format – ZOOM Platform

PFFPA Board members

Class B Director: *Representing the fishing industry*
Ben Martens, Maine Coast Fishermen's Association

Class C Director: *Representing the Commissioner of the Maine DOT*
Chris Mayo

Class C Director: *Representing the Commissioner of Maine DMR*
Meredith Mendelson, Department of Marine Resources,
President

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

PFFPA Board Members Absent

Class A Director: *Member of the Portland City Council*
Regina Phillips

Class B Director: *Representing the fishing industry*
Vacant

Staff Present

Kaela Gomez, HEDD
Phil DiPierro, Public Facilities
Michael Goldman, Corporation Counsel
Robert Vanmeter, PFEX Exchange Manager
Bill Needelman, Waterfront Coordinator (Note taker)

Approximately 2 members of the public logged in

A quorum logged in and the Chair began the meeting at 3:04pm

1. Approval of August 21, 2023 Meeting Minutes

Draft minutes were attached in the meeting packet

Motion to approve: Motion by Mayo, 2nd by Martens. No public comment, no discussion.

Motion passed by vote of 5-0 by all present (Phillips absent)

2. Financial update - Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance

Department was attached and was presented at the meeting by Bill Needelman, Waterfront Coordinator. No questions

3. **Facilities update** - *Phil DiPierro, Project Manager*. Facilities project update was attached and presented. Mr. DiPierro answered Board questions regarding shore power and camel installation.
4. **CARES I/CARES II funding update** – *Meredith Mendelson, Bill Needelman, Phil DiPierro*
Ms. Mendelson described that additional funds from the CARES programs will likely be available for infrastructure as well as operational programs such as PFEX seller fee rebates, VS ice and fuel subsidies, and the Fishermen Feeding Mainers program. The reallocation process was in process and is substantial.

Board Members discussed potential uses of the funds.

Ms. Mendelson noted the potential to use CARES funding in support of the GMRI/VS/PFEX Ice Machine installation (Agenda Item 5c, below.)

5. **Portland Fish Exchange update** –*Rob Odlin, PFX President; Robert Vanmeter, PFX Exchange Manager; Bill Needelman, Waterfront Coordinator*

- a) *Manager's Report*, verbal report at the meeting provided by R. Vanmeter
- b) *Request for budget deficit reimbursement*

Motion to approve allocation of \$45,000 in deficit reimbursement to the Portland Fish Exchange, consistent with the current year PFEX budget. Motion by Mayo, 2nd by Martens. No Public Comment.

Motion passed by voted of 5-0 (Phillips absent)

- c) *Request for funds supporting joint ice machine project* - GMRI, Vessel Services, PFEX.

As has been described at previous meetings, staff from GMRI, Vessel Services, PFEX, and the PFPA have been in discussions for some months regarding the potential for using federal funding received by GMRI to purchase an ice building machine for lease to Vessel Services and installation at the Portland Fish Exchange. GMRI will purchase and own the machine with a lease to Vessel Services. Vessel Services and the PFEX would share in the cost of installation and the PFX would receive ice at ½ cost. The estimated cost for installation is +/- \$23,000, plus some additional electrical and plumbing fees.

Motion to approve allocation of up to \$15,000 to the Portland Fish Exchange in support of the Ice Machine collaboration with the Gulf of Maine Research Institute and Vessel Services. The Motion recognizes that if CARES Act funds managed by the Department of Marine Resources are made available to

support the installation of the ice machine, all or a portion of the \$15,000 will be reimbursed by the Portland Fish Exchange to the Portland Fish Pier Authority.

Motion by Odlin, 2nd by Martens. No Public Comment.

Motion passed by voted of 5-0 (Philips absent)

6. Joint Governance Subcommittee update: *John Arnold, PFX Secretary and Subcommittee Chair. Rob Odlin, PFX President. Meredith Mendelson, PFPA President*

Needelman summarized that on October 18, 2023, the Joint Governance Subcommittee of the PFPA and the PFX met to review draft Bylaws and a draft Plan of Merger for the two corporations. The Subcommittee voted unanimously of all present to recommend the both the Bylaws and the Plan of Merger, with minor amendments. The amended draft documents are attached.

The PFPA was asked to review the Bylaws and Plan of Merger for potential action at the October 25, 2023 meeting. An action of the Board was suggested by staff to take the form of a recommendation to the Portland City Council who will make the final determination of whether or not to merge the corporations.

The PFX Board will also be asked to review and vote on recommending the merger at a future meeting.

Motion to table for 12 months. Motion by Odlin. No second, no action taken.

Motion to recommend approval of the Plan of Merger to the City Council pursuant to Title 13.B, MRSA Section 901 (2). Motion by Mendelson, 2nd by Martens.

Board Discussion: Ben Martens expressed support for the merger. Rob Odlin asked about the PFEX (to be asked to recommend at a following meeting.) PFEX Vice President Needelman and Exchange Manager Vanmeter expressed support.

Public Comment: Alan Tracy, Vessel Services President, expressed support for the merger while retaining concerns as a tenant of the PFPA.

Ms. Mendelson noted that this has been a difficult process and thanked all involved.

Motion passed by voted of 4-1 (Odlin against, Philips absent)

7. Adjournment. The next meeting was set for December 11 at 3:00.

Attachments Included with meeting packet:

- Agenda Item 1: Draft Minutes from the August 21, 2023 Meeting
- Agenda Item 2: Financial Update, October 2023
- Agenda Item 3: Facilities Update, October 2023
- Agenda Item 5: Portland Fish Exchange

- Agenda Item 6:
- a)
 - b) Request for budget deficit reimbursement
 - c) Request for funds supporting joint ice machine project - GMRI, Vessel Services, PFEX
- a) Joint Governance Subcommittee Draft Meeting Minutes, 10-18-23
 - b) Draft Bylaws of a Merged Corporation, as recommended
 - c) Draft Plan of Merger, as recommended