

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
June 10, 2019, 3:00 PM
Room 209
389 Congress Street

- 1. Approval of April 8, 2019 and February 11, 2019 Meeting Minutes**
 - a. See attached meeting Minutes draft.
- 2. Financial Update - Produced by Rhonda Girard, Finance; presented by Bill Needelman.**
 - a. See financial summary attached.
- 3. Fish Exchange Update - Bert Jongerden, PFX; Tom Valleau, PFX President**
- 4. Facilities Update - Phi DiPierro, Project Manager**
 - a. See attached summary of recent projects.
- 5. Portland Fish Exchange Lease and Sub-Lease Amendments - Update**
- 6. Proposal to add fishing representation to the PFPA Board of Directors - Bill Needelman, continued discussion.**
- 7. Lot 1 Development - Status Update - Bill Needelman**
 - a. Consistent with Executive Session Statute, 1 M.R.S.A. 405(6)(C) and (E), the Board may go into Executive Session to discuss this item.
- 8. Election of Officers**
 - a. The Office of Treasurer is open due to the change in the Class B, MDOT seat.

Draft Meeting Minutes

**PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS**

February 11, 2019, 3:00pm

Room 209

389 Congress Street

Board members attending:

Nick Mavodones, President

Tom Valleau

Brendan O'Connell

Meredith Mendelson (as of agenda item 5)

Members absent

Jennifer Smith

Staff

Bill Needelman, Waterfront Coordinator

Bert Jongerden, PFX

Phil DiPierro, Facilities

Michael Goldman, Associate Corporation Counsel

1. Approval of October 11, 2018 Meeting Minutes

By unanimous vote of all present (moved by Valleau, 2nd by O' Connell) the Board approved the October 2018 minutes.

2. Financial update - An update was produced by Rhonda Girard, Finance, and was presented by Bill Needelman

3. Fish Exchange update - Bert Jongerden, PFX, Tom Valleau, PFX President

Mr. Jongerden noted that:

- Landings were good at +/-2.5 mill. Lbs despite bad weather. 2 new buyers have joined.
- Surveillance cameras have been added to address dumping.
- Herring quota reductions will hurt landings for upcoming years. Bait storage may suffer.
- Multi-species quotas to rise marginally.
- A newly built boat by the owners of the Ruth and Pat will hopefully help landings in future.

4. Facilities update - Phil DiPierro, Project Manager.

Mr. DiPierro noted the following:

- Seabreeze has been sweeping.
- Divers working on cleaning camels
- TEC has inspected facility with divers and has concerns over cathodic protection – down to 10% of lifespan. Up to \$200K cost to address soon. A report will be circulated.
- Dumping area is to be eliminated due to abuse and misuse. To be replaced with a

- dumpster with Bert Jongerden holding the key. Results in adding +/-3 parking spaces.
- Pile replacement to occur in the spring with recycled composite piles from Ocean Gateway/POT.

Mr. Jongerden added that the PFX will participate in a GMRI ghost gear recycling program. Bill Needelman noted the thanks provided by Bristol for past drainage improvements.

5. Portland Fish Exchange Lease and Sub-Lease Amendments, Creation of a Lot 5-Lot 4 access easement, Lot 4 Subdivision amendment – Bert Jongerden, PFX

Bert Jongerden noted the addition of +/-12 spaces to lot 4 from area current common area would create consistency with current and proposed Cozy Harbor lease. He also noted the potential to create an access easement across Lot 5 consistent with current practice.

Michael Goldman suggested that a vote is likely not needed at this time.

Bill Needelman clarified the Planning Authority role (subdivision amendment) and that the Lot 5 (Bristol) reps would be included..

Public Comment:

Mark Lannon, described circulation needs for Cozy Harbor.

G. Rioux questioned whether Pier 3 would be used.. Mr Lannon described Pier 3's importance to Cozy Harbor for long-term growth.

Bert J noted water condition problems suggesting berthing would be difficult at Pier 3 for smaller boats.

Board provided guidance to procede.

Ms. Mendelson asked staff to explore severability within the Cozy lease (pier 3.)

6. Proposal to add fishing representation to the PFPA Board of Directors – Bill Needelman

Members of the fishing community have requested representation on the Fish Pier Authority Board of Directors. See attached *Selected Issues* letter to the Waterfront Working Group, supplied to City Economic Development staff by email from Sandra Guay, Esq. January24, 2019.

The fishing interests requesting the change sent a representative to speak for the proposal and make a brief presentation to the Board. Bill Coppersmith spoke on behalf of the request noting the need for fishermen's perspective on the board – potentially in an advisory capacity.

Staff collected questions from Board members for further discussion and potential action at a later meeting(s.)

Michael Goldman committed to researching procedural steps needed (to change the board make up.)

Mr. Mavodones clarified that 2 positions were requested, questioning how they might be chosen and noting that the City Council would likely have a role.

Ms. Mendelson commented that DMR would likely support expansion of the Board in concept,

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Feb. 11, 2019 Meeting Minutes

but that there should be consideration of representation by both fixed and mobile gear.

Board members discussed with Mr. Coppersmith and themselves the potential role of a rep(s.)

Public Comment:

Monique Coombs, MCFA. Expressed support.

Mark Lannon, Cozy Harbor. "If it isn't broke, don't fix it."

Dan Jacques, Waterfront Maine. Inquired about subcommittees of the Board (Mr. Mavodones clarified that there are not.)

Mr. Valleau noted that there had been a Fisheries Advisory Board that had ended due to lack of activity. Board discussed the option.

George Rioux noted the potential to add an "at large" board member to represent broader interests.

End Comments.

Staff to continue to research.

No action taken.

7. Lot 1 Development – Status Update Bill Needelman

Mr. Needelman provided a brief update - no change while moratorium is in effect. The Waterfront Working Group is actively meeting.

Respectfully submitted. WBN

Draft Meeting Minutes

**PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS**

February 11, 2019, 3:00pm

Room 209

389 Congress Street

Board members attending:

Nick Mavodones, President

Tom Valleau

Brendan O'Connell (as of agenda item 4)

Members absent

Meredith Mendelson

MDOT Seat vacant

Staff

Bill Needelman, Waterfront Coordinator

Bert Jongerden, PFX

Kathy Alves, Facilities Director

Phil Dipierro, Facilities Project Manager

Michael Goldman, Associate Corporation Counsel

Public

John Bisnett, lobsterman

Bill Coppersmith, MLU

Monique Coombs, MCFA

Dan Jacques, Waterfront Maine

Alan Tracy, Vessel Services

- 1. Approval of February 11, 2019 Meeting Minutes** Postponed until the next meeting due to lack of quorum
- 2. Financial update** - An update was produced by Rhonda Girard, Finance, and was presented by Bill Needelman
- 3. Fish Exchange update** - Bert Jongerden, PFX, Tom Valleau, PFX President

Mr. Jongerden noted that:

- Landings were above budget at 2.5 million lbs.
- Added more frequent auctions with new buyers.
- There will likely be a small surplus in the budget.
- On-boat monitoring is on horizon, which is causing concern; but it is hoped NOAA will fund.

Tom Valleau noted that Bert will be traveling to conduct outreach among the buyer and seller base.

4. Facilities update - Phil DiPierro, Project Manager.

Mr. DiPierro noted the following:

- Ongoing maintenance at the net yard and service slip
- Pile work using recycled piles from the POT with continued work on fenders, chocks and wales. The project will demobilize soon.
- TEC has been hired to look at cathodic protection. Bids to come in soon with costs to be split between this year and next.
- Sea Breeze to conduct spring clean.

Kathy Alves noted the success of the recycled piles

Mr. Valleau inquired about berthing depths and revenues. Mr. Jongerden clarified cost (\$9.50/ft/month) and that use is limited by poor winter conditions.

Mr. Valleau noted a recent ladder repair.

Mr. DiPierro noted evaluation is needed beyond the transient berth with Ms. Alves clarifying that things are mostly in good shape. Phil concluded by noting that there are +/-25 additional composite piles for future use that will be stored in the netyard.

6. Proposal to add fishing representation to the PFPA Board of Directors – Bill Needelman
(Taken out of order)

Members of the fishing community have requested representation on the Fish Pier Authority Board of Directors. Staff updated Board on procedural steps for amending the number and make-up of the Board and sought direction from the Board on next steps.

Mr. Goldman reported that changing the make up of the Board would require a recommendation to the City Council to change the articles of corporation. Bylaws changes would also be needed.

Clarifying inquiries from Board members, Mr. Goldman concluded that there were no other impediments to changing the Board.

Public Comment

Bill Coppersmith, MLU : The Board could use the insights of harvesters.

Monique Coombs, MCFA: Noted the value of DMR's contribution, but emphasized the need for harvester perspective.

Mr Coppersmith followed up with a question to Mr. Jongerden as to why boats had been turned away from the PFX. Mr. Valleau followed up that the issue had been addressed

Alan Tracy: Support for harvester representation on board. Questioned the nomination process and noted the need for a better process to address tenant concerns.

Mr. O'Connell arrives

5. Portland Fish Exchange Lease and Sub-Lease Amendments, Lot 4 Subdivision amendment – Bert Jongerden, PFX

Mr. Jongerden provided background, explaining that the Cozy Harbor sublease would be amended to include a portion of common area adjacent to lot 4. Given that the common

area in question was currently used by Cozy Harbor, the amendment would result in no change to the use of the facility.

There was a motion by Mr. Valteau, 2nd by O'Connell, to waive conflict of interest for the two board members of the Portland Fish Exchange to be able to vote on this issue.

No public comment.

Motion passed, 3-0 by all present.

Other Motions:

- 1 - Motion by Mr. Valteau, 2nd by O'Connell to direct staff to pursue an amendment to the June 24, 2002 Amended Recording Plat of the Portland Fish Pier Complex, in substantially the form presented, which will adjust the boundary of Lot 4 on the plat so that the amended Lot 4 includes the portion of the common area adjacent to and southeasterly of Lot 4, which is currently included as parking area in the Portland Fish Exchange lease.

Motion passed, 3-0 by all present.

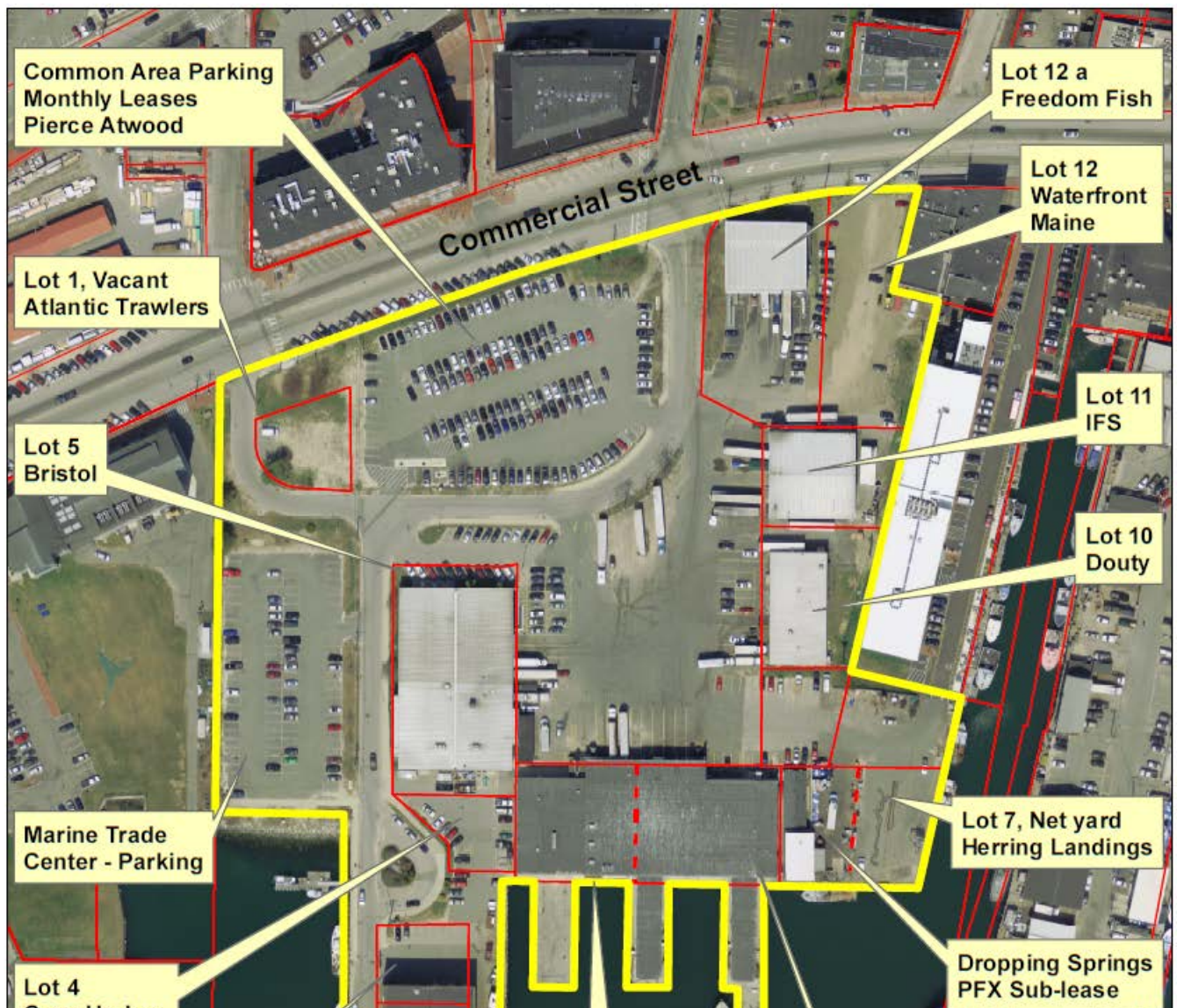
- 2 - Motion by Mr. Valteau, 2nd by O'Connell to approve the First Amendment to the Portland Fish Exchange Lease in substantially the form presented and to authorize the President to execute the First Amendment and any documents necessary or appropriate to effectuate the intent of said amendment, provided that the City of Portland Planning Department approves the proposed amendment to the June 24, 2002 Amended Recording Plat of the Portland Fish Pier Complex.

Motion passed, 3-0 by all present.

7. Status Update on the City Manager's Waterfront Working Group specific to potential Lot 1 Development –

Bill Needelman related that the Lot 1 RFP would be held until the expiration of the development moratorium in mid-June.

Orientation aerial photo, Context, Lots, and Leases



**Fish Pier Authority
FY19 Budget Status
As of May 31, 2019**

	FY19 Budget	YTD	Balance	%	FY18 YTD	FY19 vs. FY18	%
Revenue:							
<i>Miscellaneous</i>	14,430	19,762	(5,332)	137.0%	18,960	802	4.2%
<i>Berthing</i>	29,376	26,695	2,681	90.9%	26,928	(233)	-0.9%
<i>Parking</i>	324,422	328,609	(4,187)	101.3%	272,400	56,209	20.6%
<i>Ground Rent (Leases)</i>	178,152	168,895	9,257	94.8%	165,646	3,249	2.0%
Total Revenue	546,380	543,961	2,419	99.6%	483,934	60,027	12.4%
Expenditures:							
<i>Admin. and Maint. Services</i>	38,342	31,516	6,826	82.2%	30,694	822	2.7%
<i>Travel/Training/Meetings</i>	1,500	0	1,500	0.0%	791	(791)	-100.0%
<i>Contractual Services</i>	21,219	19,153	2,066	90.3%	11,498	7,655	66.6%
<i>Engineering Services</i>	23,000	6,508	16,492	28.3%	0	6,508	0.0%
<i>Printing/Copying</i>	400	0	400	0.0%	0	0	0.0%
<i>Equipment Repair</i>	14,000	13,496	504	96.4%	6,190	7,306	118.0%
<i>Land/Pier/Building Repair</i>	254,500	86,223	168,277	33.9%	72,383	13,840	19.1%
<i>Insurance</i>	13,440	10,750	2,690	80.0%	12,850	(2,100)	-16.3%
<i>Supplies</i>	13,500	4,303	9,197	31.9%	5,683	(1,380)	-24.3%
<i>Electricity</i>	15,000	14,491	509	96.6%	14,949	(457)	-3.1%
<i>Stormwater</i>	20,304	0	20,304	0.0%	20,304	(20,304)	-100.0%
<i>Capital</i>	0	0	0	0.0%	0	0	0.0%
<i>Debt Service</i>	16,508	16,508	0	100.0%	26,974	(10,466)	-38.8%
Total Expenditures	431,713	202,949	228,764	47.0%	202,315	634	0.3%
Net Revenues Over(Under) Expenditures	114,667	341,012	(226,345)		281,619	59,393	21.1%



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Agenda 4
Facilities Update

To: Portland Fish Pier Authority Board
From: Philip DiPierro, Facilities Project Manager
Date: June 6, 2019
RE: Facilities Update
CC: Kathy Alves, Facilities Director

Please find below a listing of the monthly improvements to the Portland Fish Pier by the Facilities Department:

Updates for April - May 2019

- Seabreeze Property Services has started summer maintenance services including mowing, weeding, pruning, and mulching plant beds. They are also being scheduled to sweep the parking lots and roads throughout the facility.
- Catch basin cleaning will be scheduled with the City's Sewer Department after the parking lot has been swept.
- The bid package for the cathodic protection project has been finalized for bidding.
- Approximately 950 square feet of gravel parking area will be paved near the northwest corner of the Marine Trade Center to help promote positive drainage in the area.

Updates for February - March 2019

- BTT Marine Construction Company was hired to complete pile maintenance work around the Service Piers and Net Yard areas.
 - 5 Wooden piles within the Service Piers area were replaced with 5 composite piles that were removed from the Portland Ocean Terminal project.
 - 3 wooden piles in the Net Yard area were replaced with 5 composite piles that were removed from the Portland Ocean Terminal project.
 - Several piles in the Service Pier area were raised and re-bolted.
 - Several Chocks and wales were also repaired and rebolted.
- The Net Yard farelead and roller assembly was resecured to the concrete curb, and the face of the sheet pile wall below the roller was reinforced with additional composite piles (2 piles were removed and 4 composite piles were reinstalled).
- A new 10 yard dumpster was delivered to the site and positioned outside the Fish Exchange Building. The fish gear recycling area has been closed and the new dumpster will now be used to dispose of the gear.
- The bid package for the cathodic protection project is in the process of being finalized for bidding.
- Seabreeze Property Services is in the process of being scheduled to start spring cleanup and winter sand removal throughout the facility.

Updates for October 2018 - January 2019

- Seabreeze Property Services completed sweeping the Net Yard and the rear of the Marine Trade Center.
- Waterworks Diving Services spent two days cleaning camels around the service piers and along the berthing space on both sides of the pier.

- Tec Associates was hired to complete a Limited Routine Inspection of the sorting piers and the service piers, including an underwater inspection. Wayne Duffett, PE, is in the process of preparing a written report, which is expected to be submitted soon.
- In an effort to eliminate illegal dumping in the Net Yard, a decision has been made to relocate the Net Yard fishing gear recycling area. The current area will be used for parking, and a locking dumpster will be located in close proximity to the Fish Exchange building.
- We plan to complete pile and pier maintenance around the service piers, sorting piers, and berthing space. Various piles will be replaced, some will be pulled and re-bolted, and issues with chocks and wales will be addressed.
- Cathodic protection for each pier has reached the end of its' useful life. We will be looking into soliciting bids to replace the anodes.

Updates for September 2018

- Seabreeze Property Services completed sweeping of the parking lots and roads throughout the facility (except for the Net Yard), completed landscape maintenance including, weeding, tree pruning, mulching plant beds, and providing stone drip edge around portions of the Fish Exchange building.
- Speed limit striping in the Net Yard area was completed.
- A basic visual inspection was completed by City staff of the service piers and the sorting piers to assess the condition of the piles, chocks, wales, ladders, hardware, etc. The inspection will be used as a guide to schedule future maintenance work and repairs.
- A sink hole was discovered behind the sheet pile along the seawall between Vessel Services and the Marine Trade Center. We are in the process of evaluating the damage in order to complete repairs.
- Staff has contacted three engineering firms for proposals to complete a "Limited Routine Inspection" of the sorting piers and the service piers. The inspection will include assessment of the steel piles and cross bracing, pile caps, beams, decking, mooring hardware, and the fender system, with options for an underwater inspection and vertical load ratings.
- A new fire alarm panel has been installed to replace the failed panel in the electrical building behind Vessel Services.
- Camel cleaning has been scheduled with Waterworks Diving Services and is expected to be completed this month.
- Broken piles around the various piers are planned to be replaced.

Updates for May 2018 – August 2018:

- Seabreeze Property Services is being scheduled to sweep the parking lots and roads throughout the facility, to complete landscape maintenance including, weeding, tree pruning, mulching plant beds, and providing stone drip edge around portions of the Fish Exchange building.
- The erosion and drainage repairs have been completed in the netyard area.
- The sidewalk repair along the Portland Fish Pier Road has been completed.
- The catch basin lowering project has been completed.
- Speed limit striping in the netyard area is to be completed within the next month.
- Broken piles around the various piers are planned to be replaced.
- We are in the process of getting proposals to add concrete curbing at various locations around the inside and outside of the Fish Exchange building; to replace sections of the channel-grate drains inside the Fish Exchange building; and to install a dumpster pad under the dumpster at Cozy Harbor.
- Emergency repairs were made to a leaking water line the serves the building leased by Mr. Tamaki.

Updates for February 2018 – April 2018:

- Seabreeze Property Services has been scheduled to start spring cleanup and winter sand removal throughout the facility.

Updates for December 2017 – January 2018:

- The Fish Exchange electrical upgrade is complete as of January 27th.
- The first phase of the ventilation system at the PFEX is scheduled to be installed Saturday, 2/10/18 in the locker room area. The second phase of the system will be installed in the breakroom.

Updates for August - November 2017:

- A new 25yd self-contained compactor was installed at the Fish Exchange.
- Drainage issues in the parking lot at Bristol Seafood were addressed. A catch basin install along with grading and paving improved an ongoing drainage problem in the front parking lot.
- We will be installing a ventilation system at the PFEX in the locker room/common

area. Updates for July 2017:

- Pavement striping has been completed in various areas of the facility. These are changes that were discussed at the Fish Pier Authority Meeting to help with parking issues.
- The first phase of the electrical upgrade for the Fish Exchange has been completed. The components are being designed and will be ready for install in November approximately.
- New composite camels have been installed. (4) at the Fish Pier and (2) at the Fish Exchange.
- We have placed an order for a new 25yd self-contained compactor for the Fish Exchange.

Updates for June 2017:

- The majority of winter sand and spring cleanup was completed in May. Seabreeze will return to finish a few areas.
- We are getting quotes on pavement striping. Work tentatively scheduled for July/August.
- Bert and the electrician are working with CMP to coordinate the first phase of the electrical upgrade project.

