

Minutes
Portland Development Corporation
Remote Zoom Meeting
Held on December 14, 2023

A remote meeting, via Zoom, of the Portland Development Corporation (PDC) Board of Directors was held at 12:30 p.m. on Thursday, December 14, 2023. Present from the Board of Directors were President James Dowd and Directors Krista Cole, Sam Dargan, Eammon Dundon, Thomas Mitchell, and Beverly Werber. Directors Blaine Grimes, Kierston Van Soest, Nathan Henry, Councilor April Fournier, and Danielle West could not be present. Present from the City staff were ARPA Program Manager Kaela Gonzalez, Business Programs Manager Nancy Martin, Associate Counsel Amy McNally, Principal Administrative Officer Lori Paulette, and Housing and Economic Development Director Greg Waston. Also present was loan underwriter David McLaughlin.

Item #1: President's Comments

President Dowd shared with the Board that the Portland Food Co-op newsletter featured a write up regarding being named “PDC Client of the Year” and encouraged all to read it.

Item #2: Review and vote on draft meeting Minutes for Board meeting held on November 16, 2023.

On a motion made by Ms. Werber and seconded by Ms. Cole, the Board voted 6-0 to table this item until the next meeting.

Item #3: Review and vote on the following new application received for the ARPA Microenterprise Grant Program in the amount of \$5,000. (Note: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to review proprietary confidential information associated with this application.)

Ms. Martin gave a brief overview of the business 4 Men Barbershop, located at 7 Bishop Street at Morrills Corner. Applicant does provide free haircuts for students and senior citizens, and meets the low income threshold. Both staff and underwriter recommend approval.

On motion made by Mr. Dundon and seconded by Mr. Mitchell, the Board voted 6-0 to approve a \$5,000 ARPA Microenterprise grant to 4 Men Barbershop.

Item #4: Staff verbal update.

Ms. Martin shared a recent social media post by the City highlighting a Microenterprise Grant recipient who was awarded funding. City staff also have drafted a City news alert highlighting available grants that will be released this Friday, December 15, 2023.

Item #5: Treasurer's Report - November, 2023.

This item was not discussed.

Item #6: Other items to be discussed/brought up by Board Directors and/or staff.

There being no further business, on motion made by Mr. Dundon and seconded by Mr. Dargan, the Board voted 6-0 to adjourn at 12:40 p.m.

Respectfully, Kaela Gonzalez