

DRAFT Meeting Minutes

**PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS**

January 8, 3:00pm

*The meeting agenda was largely restated from the December 11,
2023 meeting which did not achieve a quorum*

**Remote Meeting Format – ZOOM
Platform**

PFFPA Board members present

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

PFFPA Board members absent

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

Ex-Officio Director: *President of the Board of Directors of the Portland Fish Exchange*
Rob Odlin

PFFPA Staff present

Phil DiPierro, Facilities
Greg Watson, HEDD
Kaela Gonzales, ARPA Coordinator
Bill Needelman, Waterfront Coordinator

Approximately 2 members of the public participated by zoom

1. Approval of October 25, 2023 Meeting Minutes

Draft minutes were attached.

Motion to approve by Martens, 2nd by O'Connell. No Public Comment. No discussion.

Vote 4-0, Odlin, Phillips absent. **Motion passes.**

2. Financial update - *December Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department were attached and presented at the meeting by Bill Needelman, Waterfront Coordinator.*

3. **Facilities update** - *Phil DiPierro, Project Manager. Facilities project updates were presented verbally.*
4. **CARES I/CARES II funding update** – *Meredith Mendelson, Bill Needelman, Phil DiPierro*
Mendelson described that in addition to the funds provided to date through the CARES Act, that additional funds were available and proposed for use at the Fish Pier and the Exchange. Pile wrapping, VS Ice machine, seller rebates, Vessel Services Ice Rebates, and pier repair were all included – as well as continuation of the Fishermen Feeding Mainers program.

Motion: The Board approves allocation to the Portland Fish Exchange up to \$60,000 to cover seller fee reimbursements to harvesters landing fish at the Portland Fish Exchange between the dates of January 2 to March 15, 2024. The Board makes this allocation with the expectation that the Department of Marine Resources will reimburse the PFE these funds through the CARES Act program and that the PFE will reimburse the PFFA.

Motion by Martens, 2nd by Mendelson.

Public Comment: Alan Tracy, VS. Support for the CARES Act funds and noted the disconnect between the “fish” budget and fiscal budget for the PFE.

Vote 4-0, Odlin, Phillips absent. **Motion passes.**

5. **Portland Fish Exchange update;** *Bill Needelman, Waterfront Coordinator*
Needelman presented the PFE Manager’s Report on behalf of Exchange Manager, Robert Vanmeter. The December Manager’s report was attached.
6. **Merger status:** *Bill Needelman, Waterfront Coordinatorm Rob Odlin, PFX President. Meredith Mendelson, PFFA President*

Following a vote by the PFFA Board to recommend the Plan of Merger between the Portland Fish Pier Authority and the Portland Fish Exchange on October 25, on November 9, 2023 the PFEX board voted to recommend the same, with clarifying amendments. Attached is the final draft Plan of Merger with amendments, pending legal counsel final review.

To date, the process has utilized outside counsel services based on PFFA Board approval for up to \$15,000. **The Board is asked to authorize up to an additional \$10,000 to pay for completion of the merger process**, including legal filings, and to pay for an employment law specialist to assist with transitioning PFEX employees to the merged entity.

Motion: The Board authorizes up to an additional \$10,000 to pay for completion of the merger process

Moved by O’Connell, 2nd by Mayo

No Public Comment.

Vote 4-0, Odlin, Phillips absent. **Motion passes.**

7. **Executive Session**

The Board was asked to go into Executive Session to review an expression of interest in Lot 1-1 for potential development. The Board received executive session material by email under confidential cover.

Motion: Consistent with Exec Session statute--1 MRS 405(6)(C) & (E) the Board will go into Executive Session to discuss an expression of developer interest in Lot 1-1.

Moved by Mayo, 2nd by O'Connell

No Public Comment

Vote 4-0, Odlin, Phillips absent. **Motion passes.**

Motion to come out of Executive Session.

Moved by Mendelson, 2nd by O'Connell

Vote 4-0, Odlin, Phillips absent. **Motion passes.**

8. Adjournment at +/-4:26pm.

Attachments provided for the meeting packet:

Agenda Item 1:	Draft Minutes from the October 25, 2023 Meeting
Agenda Item 2:	Financial Update, January 2024
Agenda Item 5:	Portland Fish Exchange December 2023 Manager's Report
Agenda Item 6:	Draft Plan of Merger, as amended and recommended by the PFEX Board