

Meeting Minutes

PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS
March 18, 2024, 3:00pm

Remote Meeting Format – ZOOM Platform

PFPA Board members present

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

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
Treasurer

Ex-Officio Director: *President of the Board of Directors of the Portland Fish Exchange*
Rob Odlin, joined as of agenda item 2.

PFPA Board members absent

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

1. Approval of January 8, 2024 Meeting Minutes

Motion to approve. Motion by Martens, 2nd by Mayo. No public comment. **Motion passes** by vote of 4-0 by all present. Phillips and Odlin absent.

2. Department of Public Works presentation on Combined Sewer Overflow Abatement project impacting the Portland Fish Pier. *Justin Pellerin, DPW Water Resources Senior Engineer; Bill Boornazian, Water Resources Manager*

DPW staff briefed the Board on planned storm water infrastructure construction on Fish Pier property which will have impacts on the westerly access drive, Lot 1-1, and the Rear Lot parking supply. Construction is planned for autumn 2024 into winter 2025.
No action requested or taken.

3. Increase in Front Lot Parking Rates – John Peverada, Parking Manager

City Parking Manager, John Peverada, recommended raising the monthly and daily parking rates for the Front Lot in order to keep pace with competing public and private parking resources on the Portland peninsula.

Motion to increase parking rates for the next two years:

Effective as of April 1, 2024:

Monthly: From \$140 to \$150

Daily: From \$10 to \$15 per day
Effective as of April 1, 2025
Monthly: From \$150 to \$160
Daily: From \$15 to \$20 per day
Monthly Seafood Harvester Rates: Unchanged at \$55

Motion by Mendelson, 2nd by O'Connell. No public comment. **Motion passes** by vote of 5-0 by all present, Phillips absent.

4. **Financial update** - Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department was attached and presented at the meeting by *Bill Needelman, Waterfront Coordinator*.
5. **Facilities update** - *Phil DiPierro, Project Manager*. Facilities project update was presented verbally at the meeting.
6. **CARES I/CARES II funding update** – *Meredith Mendelson, Bill Needelman, Phil DiPierro, Robert Vanmeter*
Ms. Mendelson related that additional work for use of remaining funds was being scoped by the project participants. Martens asked about the date for the ending of fee rebates at the PFX (June 2024) and the need for messaging to harvesters to inform them of the change. Ben also noted that Fishermen Feeding Mainers has been allocated an additional \$750K moving forward (though there may be a gap between the end of CARES funding and the arrival of new funds).
7. **Portland Fish Exchange update** –*Rob Odlin, PFX President; Robert Vanmeter, PFX Exchange Manager; Bill Needelman, Waterfront Coordinator*.
 - PFX Manager's Landings Report.
 - Ice Machine project update
8. **Merger status** - *Bill Needelman, Waterfront Coordinator, Rob Odlin, PFX President. Meredith Mendelson, PFPA President*.
Needelman noted the need for an additional vote by both Boards of Directors.
9. **Annual Request to use Portland Fish Pier Authority Funds to Support the Waterfront Coordinator Position in FY2025** – *Greg Watson, HED Director*

The Portland Fish Pier Authority (PFPA) was asked to consider and approve using PFPA funds, in the approximate amount of \$37,991.94 to cover thirty (30) percent of the FY2025 annual compensation costs (which includes benefits) for the City Waterfront Coordinator position.

This is the fifth annual request. For FY2024, the Board approved 50% of the salary and benefits for the Waterfront Coordinator.

Board members noted the scope of Needelman's involvement in industry processes state-wide and the potential to take up more than 30% of his time.

Motion to approve use of PFPA funds to cover up to 50% of the Waterfront Coordinator compensation. Motion by Mendelson, 2nd by Mayol. No public comment. **Motion passes** by vote of 4-0 by all present, Phillips and Odlin absent.

10. Executive Session

The Board was asked to go into Executive Session to review an expression of interest in Lot 1-1 for potential development.

Motion to go into Executive Session Consistent with Exec Session statute--1 MRS 405(6)(C) & (E) to discuss an expression of developer interest in Lot 1-1. Motion by Mendelson, 2nd by O'Connell. No public comment. **Motion passes** by vote of 4-0 by all present, Phillips and Odlin absent.

11. Adjournment. The Board adjourned from Executive Session

Attachments for the meeting packet:

Agenda Item 1:	Draft Minutes from the January 8, 2024 Meeting
Agenda Item 4:	Financial Update
Agenda Item 7:	Portland Fish Exchange Manager's Report
Agenda Item 9:	Waterfront Coordinator Compensation Memo, Greg Watson

Executive Session material by email under confidential cover.