

Meeting Minutes

**PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS
July 8, 2024, 2:00pm**

**Hybrid Meeting Format
#6 Portland Fish Pier, Portland, Maine and
on the Zoom Platform**

PFPA Board members present

Class A Directors: Groundfish Harvester or Representative
Mary Hudson, MCFA
Class C Directors: Representing the seafood industry of the State of Maine
Rob Odlin, Representing the Lobster Industry
Class D Director: Representing the Public at Large
John Arnold
Class E Director Representing the Portland City Council
Anna Bullett, District 4
Ex-Officio Members of the Board of Directors
Representing the Commissioner of the Maine DOT
Chris Mayo, Director of Ports and Marine Infrastructure
Representing the Commissioner of Maine DMR
Meredith Mendelson, Department of Marine Resources,
President
Representing the Portland City Manager
Brendan O'Connell, Finance Director (on zoom)
Treasurer

PFPA Board members absent

Class B Directors: Groundfish Buyers
Nick Alfiero, Harbor Fish Market
Tim Merrill, Merrill's Seafood

Staff members present

Robert Vanmeter, PFEX Exchange Manager
Avery Dandreta, Associate Corporation Counsel
Phil DiPierro, Facilities Project Manager
Greg Watson, HED Director
Bill Needelman, Waterfront Coordinator

Public

Matt Morrieti, Bangs Island Mussels
Approximately 2 members of the public attended on zoom

1. Approval of Meeting Minutes

March 18, 2024 PFPA Meeting (corrected to note July 1 start of \$150/month parking rate)

April 11, 2024 Joint Meeting of the PFPA and PFEX Boards of Directors

June 20, 2024 PFEX Meeting (Final meeting of the PFEX Board of Directors)

Motion to approve (all three dates, as corrected for 3/18/24) Motion by Arnold, 2nd by Hudson.

No public comment

Approved 7-0 by unanimous vote of all present.

2. Approval of the Revised Bylaws

Draft Bylaws were developed by the Governance Subcommittee during the merger planning process. These bylaws replace in whole the current bylaws upon a two-thirds (2/3) vote of those directors present.

Draft Bylaws were attached.

Motion to approve as presented: Motion by Arnold, 2nd by Mayo.

No Public Comment

Approved 7-0 by unanimous vote of all present

3. Offer of Employment to the Portland Fish Exchange Manager, Robert Vanmeter

Consistent with guidance from legal counsel, on June 20, 2024, at the last meeting of the Portland Fish Exchange Board of Directors the Board voted to terminate the employment of the Exchange Manager, Robert Vanmeter and to transition his status to that of a contract employee. With the effective date of the PFEX/PFPA merger being July 1, 2024, the PFPA is now the employer of PFEX staff and responsible for the hiring of an Exchange Manager.

Motion: *Consistent with Exec Session statute--1 MRS 405(6)(A) the Board will go into Executive Session to discuss a personnel matter.* Motion by Arnold, 2nd by Odlin.

No Public Comment

Approved 7-0 by unanimous vote of all present.

Board came out of Executive Session by unanimous vote of all present

Motion: *The PFPA Board acts to rehire Mr. Robert Vanmeter as the Exchange Manager at terms and conditions consistent with those established by the PFEX Board.*

Motion by Arnold, 2nd by Odlin.

No Public Comment

Approved 7-0 by unanimous vote of all present.

4. Election of Officers

Motion to elect the following slate of officers:

President: Mary Hudson

Vice President: Robert Odlin

Treasurer: Brendan O'Connell

Secretary: **John Arnold**

Motion by Mendelson, 2nd by Arnold.

Discussion: Mr. Mayo extended his appreciation to outgoing presidents Ms. Mendelson and Mr. Odlin for their leadership with the concurrence of the Board.

No Public Comment

Approved 7-0 by unanimous vote of all present.

5. **Subcommittees.** The Board was asked by staff to consider creation of subcommittees as contemplated in the Bylaws. After discussion, the Board tabled the subcommittee discussion pending outcomes of a future board retreat. See 9 below.
6. **Portland Fish Exchange, Auction software update** –*Robert Vanmeter, PFX Exchange Manager*
Mr. Vanmeter described the fragility of the existing auction software and the difficulties many buyers are having logging in to buy fish. Ms. Hudson noted that she, as a seller rep, also has been cut out and has had to rely on the other seller rep to represent her boats. Mr. Vanmeter continues to explore a pilot alternative with BASE in New Bedford as either a short term or long term alternative to the current system.
7. **Setting future Meeting dates and locations** – *Board of Directors*
The Board expressed a consensus that meetings would be scheduled on **3rd Thursday of the month at 2:00pm** and are to be noticed on the City Calendar, the PFEX website, and by email notice.

*******Other Business*******
8. **Look's Lobster Lease** – Mr. Vanmeter let the Board know that he will be returning to the Board to refresh the Look's lease with the PFEX.
9. **Board Retreat** – Board members discussed the potential advantages of scheduling a full or half day Board retreat. An ***ad hoc subcommittee*** comprised of ***Mary Hudson, Meredith Mendelson, and John Arnold*** will hold one or more advertised meetings to discuss the goals, format, and date(s) of a Board retreat. Needelman will explore facilitator options.
10. Meeting adjourned by consensus of all attending at +/-4:20pm

Attachments included in the meeting packet:

Draft Meeting Minutes

- *March 18, 2024 PFPA Meeting*
- *April 11, 2024 Joint Meeting of the PFPA and PFEX Boards of Directors*
- *June 20, 2024 PFEX Meeting*

Draft Bylaws for the Portland Fish Pier Authority