

**Minutes**  
**Portland Development Corporation**  
**Special Remote Zoom Meeting**  
**Held on January 29, 2025**

A special remote meeting, via Zoom, of the Portland Development Corporation (PDC) Board of Directors was held at 12:00 p.m. on Wednesday, January 29, 2025, although the meeting started at approximately 12:20 once a quorum was reached. Present from the Board of Directors were Directors Jonathan Berg, Sam Dargan, Eamonn Dundon, Nathan Henry, Dena Libner, Beverly Werber, and Nikki Yanok. Board President Kierston Van Soest and Directors Matthew Buonopane, Councilor Ben Grant, and Scott Kleiman could not be present. Present from City staff were ARPA Project Coordinator Kaela Gonzalez, Business Programs Manager Nancy Martin, Associate Corporation Counsel Amy McNally, Principal Administrative Officer Lori Paulette, and Housing and Economic Development Director Greg Watson, who joined during Item #2. PDC Underwriter David McLaughlin joined the meeting during the Executive Session.

**Item #1: President's comments.**

Board President Ms. Van Soest was unable to attend. Director Dundon chaired the meeting in her absence.

**Item #2: Review and vote on a recommendation for loan application from Mandy & Matt's Cafe, 1160 Forest Avenue - tabled at the December 19, 2024, Board Meeting.**

Ms. Martin referenced the memorandums sent under confidential cover and noted the original loan amount request has increased to \$200,000. Owners Matt and Amanda Lebel thanked the Board for holding a special meeting to hear their request.

On a motion made by Mr. Henry and seconded by Ms. Werber the Board voted (7-0) to move to executive session pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A, at approximately 12:24 p.m.

At approximately 12:38 p.m. the Board returned to public session.

On a motion made by Ms. Werber and seconded by Mr. Dargan the Board voted 6-0-1 (Mr. Henry abstained) to approve the loan to Mandy & Matt's Cafe at the terms recommended by staff.

**Item #3: Other Items to be discussed/brought up by Board Directors**

Mr. Dudnon asked that by the next Board Meeting, if available, the Board receive an update on how the Federal funding freeze affects the work of the Board. Ms. Martin noted that progress on 89 Elm Street has been delayed due to the freeze.

**Item #4: Next Regular Meeting Date: February 20, 2025.**

There being no further business, on a motion by Mr. Dargan and seconded by Mr. Henry, the Board voted 7-0 to adjourn the meeting at 12:42 p.m.

Respectfully, Kaela Gonzalez