

FINAL Meeting Minutes

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
March 20, 2025, 2:00 PM

Remote Meeting Format on the Zoom Platform

PFPA Board Members Present

Class A Directors: Groundfish Harvester or Representative

Mary Hudson, MCFA

Tracy Pearce

Class C Directors: Representing the seafood industry of the State of Maine

Rob Odlin, Representing the Lobster Industry

Matthew Moretti, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large

John Arnold

Ex-Officio Members of the Board of Directors:

Representing the Commissioner of Maine DMR

Meredith Mendelson, Department of Marine Resources, President

Representing the Commissioner of the Maine DOT

Chris Mayo

PFPA Board Members Absent

Class B Directors: Tim Merrill

Nick Alfiero

Class E Director: Wesley Pelletier, District 2

Ex-Officio Members of the Board of Directors:

Brendan O'Connell, Finance Director

Staff Present

Robert Vanmeter, PFEX Exchange Manager

Greg Watson, Director of Housing and Economic Development Department

Matthew Ouellette, Parking Division Supervisor

Michael Goldman, Corporate Counsel

Avery Dandreta, Associate Corporate Counsel

Philip DiPierro, Waterfront Project Manager

Kaela Gonzalez, ARPA Program Coordinator

Public

Approximately 3 members of the public attended on Zoom.

1. Approval of Meeting Minutes. *February 13, 2025, PFPA Meeting*

Motion to approve February 13, 2025 Meeting Minutes

Motion by Arnold, 2nd by Hudson

No Public Comment

Approved 6-0-1 (Mendelson abstained)

2. Financial Statement, Portland Fish Pier. *- Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department was attached and presented at the meeting by Kaela Gonzalez, ARPA Project Coordinator.*

The PFPA has received about 75% of expected revenue for this fiscal year. The \$200,000 approved in February for Portland Fish Exchange support is not reflected in the current statement.

3. Facilities Report. *Phil DiPierro, Waterfront Project Manager. The Facilities project update was attached and presented verbally at the meeting.*

Normal maintenance over the Winter months. The City has been working with an Electrical Engineer to assess the facility's electrical power and shore power units. Planning to replace 7 of the 9 shore power units with metered ones, which will include conduit, wiring, and breakers, and will cost between \$350,000 - \$400,000. The presentation by TEC Associates on the Fish Pier Condition was tabled to the next meeting.

4. Portland Fish Exchange Update. *Update produced and presented by Robert Vanmeter, PFEX Exchange Manager covering the attached materials.*

Request for the Board to consider a new buyer, Atlantic Offshore Fishery, at the next meeting. Michael Goldman, Corporation Counsel, recommends the Board clearly define the role of the Portland Fish Exchange Subcommittee, and clarifies that the subcommittee votes to recommend actions to the Board according to the Bylaws.

5. Review and discuss the potential for overnight parking at the Front Fish Pier Lot. *Presented by Matthew Ouellette, Parking Division Supervisor.*

The Board is asked to consider overnight hourly parking from 4:00 p.m. to 8:00 a.m., which can be brought to a vote at the next meeting if required. The Parking Division estimates there are over 100 spaces unoccupied during overnight hours.

6. Review of Draft Annual Report for FY2025 and vote to forward to the Corporator (City Council) as a communication. *Presented by Kaela Gonzalez, ARPA Program Coordinator.*

Motion to approve the Draft Annual Report for FY2025 as a communication to the Corporator with the suggested edit of changing Luke's Lobster to Look Lobster.

Motion by Arnold, 2nd by Mendelson

No Public Comment

Motion passes by vote of 7- 0 by all present.

7. Subcommittee Updates.

- a. **Fish Exchange Subcommittee** - *Presented by Portland Fish Exchange Subcommittee chair, Tracy Pearce.*

The Fish Exchange Subcommittee has met twice, focusing on goal setting and determining the role of the subcommittee.

- b. **Finance Subcommittee** - Will hold the first meeting on March 25, 2025.

8. Board and Staff discussion on items not on the Agenda

Mr. Watson informed the Board of an interested business looking for a new space to operate, Ocean's Balance, that produces seawood products for consumption. After some general discussion on food separation and space, the Board decided to have the Fish Exchange Subcommittee explore this option further.

The New England Fishery Management Council has released the 2025 Recommended Measures for Cod and Haddock. Highlights include an increase of Gulf of Maine haddock by 50% and a decrease of George's Bank Haddock by 75%.

9. Next Regular Meeting Date: April 17, 2025

10. Salary Reimbursement Request for funding a portion of the Waterfront Coordinator Position for the 2026 Fiscal Year. *Presented by Greg Watson, Housing and Economic Development Director.*

Mr. Watson is requesting reimbursement for 30% of the Waterfront Coordinator position.

Motion to approve the use of Portland Fish Pier Authority funds for up to 30% of the annual salary compensation costs for the Waterfront Coordinator position.

Motion by Mendelson, 2nd by Arnold

No Public Comment

Motion Passes by vote of 6-0 by all present (Chris Mayo left the meeting prior to the vote)

11. Executive Session to discuss Portland Fish Exchange Personnel

Motion to go into executive session pursuant to 1 M.R.S.A. 405(6)(A) for a discussion of personnel matters regarding the Portland Fish Exchange.

Motion by Arnold, 2nd by Pearce

No Public Comment

Motion passess by vote of 6-0 by all present.

12. Meeting Adjourned by consensus of all attending at approximately 4:11 p.m.

Attachments included in the meeting packet:

Draft Meeting Minutes for February 13, 2025

PFPA Financial Update for March 2025

Fish Pier Facilities Update for March 2025

PFEX Shore Power Presentation

Tec Associates Presentation

PFEX Manager Update for March 2025

Nightly Use Parking Proposal

Draft Annual Meeting Communication

Memorandum to the PFPA Board for Salary Reimbursement Request