

Draft Meeting Minutes
Portland Fish Pier Authority - Portland Fish Exchange Subcommittee
April 10, 2025
3:30 PM

Subcommittee Member Attendees: Chair Tracy Pearce, Nick Alfiero, John Arnold, Mary Hudson, Matthew Moretti

Staff present: Avery Dandreta, Kaela Gonzalez, Robert Vanmeter

1. Committee Chair Comments: Chair Tracy Pearce opened the meeting at approximately 3:34 p.m. with a roll call.

2. Approval of Meeting Minutes: March 13, 2025 PFEX Subcommittee Meeting.

Motion by Arnold, 2nd by Hudson

Approved 5-0 by unanimous vote by all present

3. Old Business:

Discussion around city procurement rules and potential best practices for obtaining materials, such as totes, for daily operations. The general understanding is that the Fish Exchange will abide by procurement guidelines beginning in the 2026 fiscal year. Kaela Gonzalez will share the city policy regarding purchasing with the subcommittee.

Robert Vanmeter, PFEX Manager, checks in regularly with Cassie Canastra regarding BASE (Buyers and Sellers Exchange) software. The current software is working okay at roughly one auction per week. Vanmeter clarified that the BASE software would cost 7(seven) cents per pound.

4. Review requested Portland Fish Exchange meeting materials:

Vanmeter verbally presented the Management and Financial report provided in the agenda materials. Due to work on the upcoming FY2026 Budget, the March numbers are not available at this time, but will be reported at the upcoming Portland Fish Pier Authority Board meeting. Hudson suggested providing historical data, the last two years of budget vs actual, for landings for comparison purposes, with a consensus that the subcommittee would like these further details, but it is not necessary to provide the Board with these, unless called upon.

Hudson provided an update regarding current scalloping regulations and the potential effects on April's landings.

5. Discuss and vote to recommend approval of new buyer, Atlantic Offshore Fisheries, to the Portland Fish Pier Authority Board:

Motion by Hudson, 2nd by Arnold

Approved 5-0 by unanimous vote by all present.

6. Discuss and vote to recommend to the Portland Fish Pier Authority a new tenant, Ocean's Balance, to the Portland Fish Pier.

Ocean's Balance is currently looking for a new space. The subcommittee agrees that this would not be a good fit, as space is limited and the required temperatures do not align.

John Arnold left the meeting at approximately 4:35 pm.

7. Discuss changes in existing buyers and sellers:

Question regarding changes in ownership with Nova Seafood, Vanmeter will check back in with them in a few weeks to allow them to work through their transition. Vanmeter is working to get East Coast Seafood to participate as a buyer on the auction. Continued discussion around lobster landings.

There is funding for Fishermen Feeding Mainers through September 2025.

8. Discuss the "Walk the Working Waterfront" event to occur on May 31, 2025:

The Fish Exchange has been open and available for walk-throughs in the past. Hudson will reach out to the organizer to find out more information and connect them with Vanmeter.

9. Next Meeting: May 8, 2025

10. Adjournment:

Motion by Hudson, 2nd by Alfiero

Approved by unanimous consent at approximately 4:47 pm.