

**PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
November 20, 2025, 3:00 PM
Remote Meeting Format on the Zoom Platform**

PFPA Board Members

Class A Directors: Groundfish Harvester or Representative

Mary Hudson, MCFA
Tracy Pearce, Vice President

Class B Directors: Groundfish Buyers

Nick Alfiero, Harbor Fish Market
Tim Merrill, Merrill's Seafood

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

Rob Odlin, Representing the Lobster Industry, President
Matthew Moretti, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large

John Arnold, Secretary

Class E Director: Representing the City Council

Wesley Pelletier, District 2

Ex-Officio Members of the Board of Directors:

Representing the Commissioner of the Maine DOT

Chris Mayo

Representing the Commissioner of Maine DMR

Meredith Mendelson, Department of Marine Resources

Representing the Portland City Manager

Brendan O'Connell, Finance Director, Treasurer

*******Meeting Link*******

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/87388255747?pwd=mnsLnCwteNUOJDZBb4VT8tB0G0a9hq.1>

Panelists will receive their own unique link via email on the day of the meeting.

To submit written public comment on an agenda item, email edd@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Portland Fish Pier Authority meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

1. Approval of Meeting Minutes

- a. September 18, 2025 Meeting Minutes
Action Item - Public Comment

- b. October 16, 2025 Meeting Minutes
Action Item - Public Comment

Financial Update - Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department is attached and will be presented at the meeting by Kaela Gonzalez, Program Coordinator.

2.

- a. See attached Financial Update

3. **Facilities Update - Phil DiPierro, Project Manager.**
 - a. See attached Facilities Update.
4. **Portland Fish Exchange Update - Robert Vanmeter, PFX Exchange Manager.**
 - a. See attached Portland Fish Exchange Update.
 - b. Discuss and vote to approve a new buyer at the Portland Fish Exchange, Glennfish Company (American Pride), as recommended by the Portland Fish Exchange Subcommittee at the November 13, 2025 meeting.
Action Item - Public Comment
See attached application.
5. **Discuss and vote to approve Rob Odlin, Board President, signing of letter supporting the adoption of the Fisheries Optimization Engine on behalf of the Board.**
 - a. See attached letter.
Action Item - Public Comment
6. **Discussion regarding review process for the Portland Fish Exchange Manager.**
 - a. See attached evaluation rubric.
7. **Discussion on Lobster Landings by Legal Federal Vessels at the Portland Fish Exchange.**
8. **Discussion of derelict vessels tied to the Pier.**
9. **Discussion on Cozy Harbor, next steps.**
10. **Other items not on the agenda.**
11. **Adjournment**

DRAFT Meeting Minutes

PORTLAND FISH PIER AUTHORITY

BOARD OF DIRECTORS

September 18, 2025, 3:00 PM

Remote Meeting Format on the Zoom Platform

PFPA Board Members Present

Class A Directors: Groundfish Harvester or Representative

Mary Hudson

Tracy Pearce

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

Rob Odlin, Representing the Lobster Industry

Matthew Morretti, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large

John Arnold

Class E Director: Representing the City Council

Wesley Pelletier, District 2

Ex-Officio Members of the Board of Directors:

Representing the Commissioner of Maine DMR

Meredith Mendelson, Department of Marine Resources

Representing the Portland City Manager

Brendan O'Connell, Finance Director

PFPA Board Members Unable to Attend

Class B Directors: Nick Alfiero, Representing Groundfish Buyers

Tim Merrill, Representing Groundfish Buyers

Ex-Officio Members of the Board of Directors:

Representing the Commissioner of the Maine DOT

Chris Mayo

Staff Present

Diane Albert, PFEX

Avery Dandreta, Associate Corporate Counsel

Kaela Gonzalez, Program Coordinator

Robert Vanmeter, PFEX Manager

Public

There were approximately three (3) members of the public present.

1. Vote to approve Meeting Minutes from the following:

- a. **August 21, 2025 Meeting Minutes**
- b. **September 8, 2025**

Motion to approve Meeting Minutes from August 21, 2025 and September 8, 2025

Hudson, 2nd Pelletier

No Public Comment

Approved 7-0 (Moretti joined the meeting at approximately 3:12 pm, after the vote)

2. Financial Update. *Kaela Gonzalez, Program Coordinator*

Gonzalez presented the Portland Fish Pier Authority's September 2025 Financial Statement verbally. DiPierro noted that a \$200,000 line item for land pier building repair is encumbered for the shore power project and will need to be replenished.

3. Facilities Update. *Philip DiPierro, Project Manager*

DiPierro presented the facilities update, mentioning ongoing work on the shore power upgrade bid package, plans to install 2-3 security cameras in the vessel services and Marine Trade Center area, and a work scope for the fender system in the bulkhead area. Also discussed new signage and restriping of parking spaces in the exchange area and routine seasonal maintenance. Odlin raised concerns about climate resiliency and grant opportunities for pier structural repairs, to which DiPierro acknowledged the availability of some grant funds and agreed to consider sea level rise for new construction. A pothole near Look Lobster is on the list to be fixed, and the sewer line project has been pushed to next year. Mendelson also highlighted state rebuilding resiliency funds for public infrastructure that will be available next year.

4. Portland Fish Exchange Update. *Robert Vanmeter, PFEX Manager*

Vanmeter provided an update on the Portland Fish Exchange, stating that August landings were \$217,000 (slightly below the \$225,000 budget), and net income for August was a positive \$4,000. Fee adjustments for buyers and sellers went into effect last week. The condenser and control panel for the facility have been ordered, and broken website links have been removed. Employee shuffling has occurred, and efforts are ongoing to contact American Pride as a new buyer. Vanmeter also confirmed the target temperature for the building is 39 degrees Fahrenheit and that the refrigeration system has been working well recently.

5. Discuss and define the Portland Fish Exchange Subcommittee responsibilities.

Mendelson suggested documenting the scope of the subcommittee to avoid duplication with the finance subcommittee, especially concerning budget and HR-related issues. Dandreta agreed that the bylaws are outdated and need to be updated to clarify subcommittee roles, noting that subcommittees are discussion spaces and have no voting power; all final decisions must go to the main board. Hudson and O'Connell supported the idea of defining subcommittee roles.

Mendelson offered to draft up language to define the scope of the subcommittees. Dandreta will follow up this work with revised bylaws for the Board to review.

6. Discuss procurement process of the Portland Fish Exchange.

Pearce reported that a working group (Pearce, Mendelson, Gonzalez, and Vanmeter) is developing a standardized purchasing policy, which will be brought to the Fish Exchange Subcommittee and then to the Board for recommendation.

7. Board and Staff discussion on items not on the agenda.

O'Connell summarized a Finance Subcommittee meeting where an additional \$170,000 purchase for equipment with a significant lead time was approved to keep the facility cold, and also suggested putting longer-term financial projections on a future board meeting agenda. Odlin raised concerns about the PFE's refrigeration system, noting that the current hydrofluorocarbon (HFC) refrigerant is being phased out by either 2028 or 2036. Hudson agreed that this important conversation should be held at the subcommittee level first.

Mike Foster, a Fish Pier Authority tenant, spoke regarding expenditures for the Fish Pier Authority.

8. Next Regular Meeting Date: October 16, 2025 at 3:00 p.m.

9. Adjournment.

Motion to adjourn the meeting.

Hudson, 2nd Mendelson

Approved 8-0

The meeting was adjourned at approximately 3:53 p.m.

Attachments included in the meeting packet:

August 21, 2025 Draft Meeting Minutes
September 8, 2025 Draft Meeting Minutes
Portland Fish Pier Authority September 2025 Financial Update
September Facilities Update
September Portland Fish Exchange Update

DRAFT Meeting Minutes

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
October 16, 2025, 3:00 PM

Remote Meeting Format on the Zoom Platform

PFPA Board Members Present

Class A Directors: Groundfish Harvester or Representative

Mary Hudson

Tracy Pearce

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

Rob Odlin, Representing the Lobster Industry

Matthew Morretti, Representing the Aquaculture Industry

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Brendan O'Connell, Finance Director

PFPA Board Members Unable to Attend

Class B Directors: Nick Alfiero, Representing Groundfish Buyers

Tim Merrill, Representing Groundfish Buyers

Staff Present

Diane Albert, PFEX

Avery Dandreta, Associate Corporate Counsel

Kaela Gonzalez, Program Coordinator

Robert Vanmeter, PFEX Manager

Public

There were approximately six (6) members of the public present.

Board Chair, Rob Odlin, opened the meeting and thanked everyone for attending. Kaela Gonzalez requested that Item #9 be moved up to accommodate Associate Corporation Counsel, Avery Dandreta.

1. Financial Update. *Kaela Gonzalez, Program Coordinator*

Gonzalez presented the Portland Fish Pier Authority's October 2025 Financial Statement, noting that revenue is on target for the fiscal year and expenditures are higher than expected due to a contribution to the Portland Fish Exchange. Also noted was the expected use of \$200,000 for the Shore Power Upgrade project.

2. Facilities Update. *Phil DiPierro, Project Manager*

DiPierro presented the Facilities Update. The shore power upgrade project had a pre-bid meeting with six contractors, and bids are due by October 29th. They are still working on the security camera setup, likely opting for a standalone system due to the cost of bringing in a city network line. The water resources project in the west parking lot went out to bid last month, and a project update is expected within the next month or two. Fender system maintenance is ongoing, and efforts are being made to remove accumulated debris along the bulkhead wall. Robert Vanmeter confirmed that most of the debris in the parking areas for striping has been cleared.

3. Portland Fish Exchange Update. *Robert Vanmeter, PFEX Exchange Manager*

Vanmeter presented an update on the Portland Fish Exchange for September. Landings for auctions were 230,000 pounds (budget 175,000), and contract unloads were 6,000 (budget 50,000). The total combined was 236,000 pounds, with a variance of 11,000 over budget. The net budget for the month was a positive \$8,164. The line of credit and cash reserve remain untouched. The condenser for the refrigeration system is set to ship out tomorrow, with installation scheduled for the week of October 27th. The operating system control panel is expected in early January. He also mentioned a 30-day trial for a new part-time employee and efforts to bring a new buyer, American Pride, on board. Vanmeter also reported a \$3,000 expense for cleaning up abandoned diesel and oil drums that leaked.

4. Discussion and possible vote on Draft Portland Fish Exchange Purchasing Policy.

Meredith Mendelson explained that the draft policy, a shorter version of the city's procurement policy, was developed with input from Pearce, Gonzalez, and Vanmeter. It proposes that purchases over \$20,000 require three written quotes (with exceptions for emergencies or sole sources), and purchases under \$20,000 encourage two written quotes, giving the manager more discretion.

Motion to accept the draft Purchasing Policy for the Portland Fish Exchange as recommended by the Portland Fish Exchange Subcommittee and to review purchases under \$20,000 in January of 2026.

Hudson, 2nd Arnold

The Board had a general discussion regarding the policy. Vanmeter answered questions regarding typical purchases.

No Public Comment

Approved 9-0

5. Discussion and possible vote to accept proposed responsibilities for the Portland Fish Exchange Subcommittee.

Mendelson explained that the goal of defining the responsibilities is to reduce duplication between subcommittee and full board meetings by having subcommittees report out to the full board. Pearce suggested that the Fish Pier Authority Board bylaws might need to be amended to reflect these new responsibilities and questioned whether fee structure discussions should fall under the Fish Exchange Subcommittee or the Finance Committee. Hudson, who drafted the responsibilities, emphasized the intent to streamline discussions and focus the PFE subcommittee on operations, with finance handling larger picture items.

Motion to accept the proposed responsibilities for the Subcommittees as presented in the meeting materials.

Mendelson, 2nd O'Connell

Vanmeter is comfortable presenting highlights from his report to the full board, with the full report available in the meeting packet for review. Pearce plans to discuss where grants would fall within the responsibilities. The Board discussed allowing members time to further review the document and provide feedback.

Motion was withdrawn.

6. Discussion regarding applying for a Small Harbor Improvement Program (SHIP) Grant.

Odlin initiated a discussion about the Small Harbor Improvement Program (SHIP) grant. Chris Mayo clarified that the SHIP grant cannot be retroactive, so it can not be used for the shore power project but could fund other future projects. The grant is a two-step process: a letter of intent with a site visit, followed by a detailed application with a strong budget and timeline. It is a 50-50 reimbursement-style grant, capped at \$250,000 per project, but larger projects can be phased into separate submissions. Mayo also highlighted the Port Infrastructure Development Program (PIDP) grant, a federal program with awards up to \$4-5 million and an 80-20 split, which could be matched with SHIP grant funds to significantly reduce the City's contribution to large infrastructure projects. Mendelson also mentioned other federal funds available for working waterfront development and energy efficiency.

7. PFPA Board to Conduct a Review of the General Manager of the Portland Fish Exchange at the next regular meeting.

Odlin would like to conduct a job review of the PFX General Manager at the next meeting. City HR staff and along with Corporation Counsel, are working to create a rubric for the Board and a self-evaluation for the General Manager. Mendelson requested time to discuss as a Board before conducting the review. The Board will be forwarded the current job description (which contains some dated information) and all other materials once available.

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

Gonzalez provided an update on the Portland Harbor Dredge project. The CAD cell was completed this spring, and dredging of the piers, wharves, and marinas will begin in December and continue for two seasons. A turbidity curtain will be installed around the CAD cell in November. The city is coordinating with owners regarding float and vessel movement. Odlin stressed the fishing community's cooperation for displaced boats. Mendelson suggested a future board discussion on liability for non-tenant boats on city piers.

9. Discussion of request from Waterfront ME on lease amendment.

Due to a recent development with the tenant, Cozy Harbor, the Board will also receive an update from Dandreta in Executive Session.

Motion to enter into Executive Session pursuant to 1 M.R.S.A. 405(6)F and 5 M.R.S.A. 13119-A to review proprietary confidential information associated with the Waterfront ME lease, and 1 M.R.S.A. 405(6)C and 405(6)E to discuss the Board's rights and responsibilities as it relates to the Cozy Harbor lease.

Hudson, 2nd O'Connell

No Public Comment

Approved 8-0, the Board entered Executive Session at approximately 3:05 pm. (Moretti joined the meeting in Executive Session)

Motion to end Executive Session and return to the public meeting.

Arnold, 2nd Mendelson

Approved 9-0, the Board re-entered the public meeting at approximately 3:29 pm.

10. Next Regular Meeting Date: November 20, 2025 at 3:00 p.m.

11. Adjournment.

Motion to adjourn the meeting.

Hudson, 2nd Mendelson

Approved 7-0 (O'Connell and Mayo left prior to the vote)
The meeting was adjourned at approximately 5:09 p.m.

Attachments included in the meeting packet:

Portland Fish Pier Authority October 2025 Financial Update
October Facilities Update
October Portland Fish Exchange Update
Draft PFEX Purchasing Policy
Draft Portland Fish Exchange Subcommittee
Information on SHIP Grant Program

**Fish Pier Authority
FY26 Budget Status
As of November 13 2025**

11.20.2025 PFPA Meeting
Agenda Item#2

	FY26 Budget	YTD	Balance	%	FY25 YTD	FY26 vs. FY25	%
Revenue:							
<i>Miscellaneous</i>	5,275	2,231	3,044	42.3%	720	1,511	209.8%
<i>Berthing</i>	6,888	12,740	(5,852)	185.0%	4,208	8,532	202.8%
<i>Parking</i>	518,637	230,016	288,621	44.4%	76,536	153,480	200.5%
<i>Ground Rent (Leases)</i>	243,556	91,118	152,438	37.4%	30,611	60,507	197.7%
<i>Interest Income</i>					76	(76)	-100.0%
Total Revenue	774,356	336,105	438,251	43.4%	112,150	223,955	199.7%
Expenditures:							
<i>Admin. and Maint. Service</i>	93,117	46,601	46,516	50.0%	27,704	18,897	68.2%
<i>Travel/Training/Meetings</i>	1,500	0	1,500	0.0%	0	0	#DIV/0!
<i>Contractual Services</i>	30,263	5,316	24,947	17.6%	3,132	2,184	69.7%
<i>Engineering Services</i>	26,000	0	26,000	0.0%	3,007	(3,007)	-100.0%
<i>Printing/Copying</i>	1,200	981	219	81.8%	0	981	#DIV/0!
<i>Equipment Repair</i>	12,000	3,245	8,755	27.0%	0	3,245	#DIV/0!
<i>Land/Pier/Building Repair</i>	200,000	0	200,000	0.0%	11,148	(11,148)	-100.0%
<i>Insurance</i>	15,120	0	15,120	0.0%	0	0	#DIV/0!
<i>Supplies</i>	13,500	2,402	11,098	17.8%	0	2,402	#DIV/0!
<i>Electricity</i>	15,000	3,613	11,387	24.1%	827	2,786	336.7%
<i>Debt Service</i>	9,822	405	9,417	4.1%	0	405	#DIV/0!
<i>Contributions</i>		250,000	(250,000)	100.0%			
Total Expenditures	417,522	312,565	354,957	74.9%	45,818	266,746	582.2%
Net Revenues Over(Under) Expenditures	356,834	23,540	333,294		66,332	(42,791)	-64.5%

To: Portland Fish Pier Authority Board
From: Philip DiPierro, Facilities Project Manager
Date: November 14, 2025
RE: Facilities Update
CC: Rob Kierstead, Director

Please find below a listing of the monthly improvements to the Portland Fish Pier by the Public Buildings and Waterfront Division:

Updates October 2025

- The City received two bids for the shore power upgrade project. I am working with the City's Purchasing Department to finalize a contract so that the project can start.
- City staff has reviewed options for installing fiber optics at the Fish Pier site, and connecting security cameras to the City's network. The project will need to be funded before it can move forward.
- The City of Portland Water Resources west parking lot stormwater/sewer project is scheduled to start in July of 2026, and be completed by Memorial Day of 2027. Water Resources will provide an update during the winter, or earlier if needed.
- Fender system maintenance is ongoing. City staff will continue to develop a plan, and a scope of work for completing this project.
- New parking signage around the Fish Exchange site has been installed.
- The parking areas in front of the exchange, and the loading docks have been restriped.
- The sinkholes at Look's Lobster's site have been assessed. City staff is working with Look's to determine a schedule for completing the work. A contractor has been hired to complete the work.
- The Mavodones Landing floats have been relocated to sorting pier 1 for the winter. They will be moved back to the Maodones Landing site in the spring, for the summer and fall seasons.
- General site maintenance and grounds maintenance continues throughout the facility.

Updates September 2025

- The pre-bid meeting for the shore power upgrade project was held on October 15'th. Bids are due by October 29'th.
- City staff is in the process of reviewing options for installing security cameras throughout the Fish Pier complex. The IT Department is pricing options for cameras and equipment to figure out the most cost-effective way to deploy the system i.e. standalone system vs connecting to the network.
- City of Portland Water Resources west parking lot stormwater/sewer project update to follow.
- Fender system maintenance is ongoing. City staff will continue to develop a plan, and a scope of work for completing this project.
- City staff is working with the Fish Exchange to update and reinstall new parking signage around the Fish Exchange site. New signs have been made and will be installed within the next month.
- City staff is working with the Fish Exchange to re-stripe the parking areas in front of the exchange, and to re-stripe the loading docks. A striping company has been hired and work is expected to be completed the weekend of the 18'th.
- The sinkholes at Look's Lobster's site have been assessed. City staff is working with Look's to determine a schedule for completing the work.

- General site maintenance and grounds maintenance continues throughout the facility.

Updates August 2025

- The bid package for the shore power upgrade project has been sent to the City's Purchasing Department for review. It is currently in the queue for review. Once approved, it will be advertised for bidding.
- City staff met a second time with a vendor to look at a portion of the Fish Pier site for the installation of security cameras. A revised proposal has been received and it is currently under review by City staff.
- City staff has inspected the fender system of all the piers to assess maintenance needs. Several piles need to be either pulled and rebolted, or replaced. There are also several chocks and walers that need to be either repaired or replaced. City staff will develop a plan and scope of work for completing this project.
- City staff is working with the Fish Exchange to update and reinstall new parking signage around the Fish Exchange site. Several signs are missing and faded and need to be replaced.
- City staff is working with the Fish Exchange to re-stripe the parking areas in front of the exchange, and to re-stripe the loading docks.
- General site maintenance and grounds maintenance continues throughout the facility.

Updates July 2025

- A bid package for the shore power upgrade project has been sent to the City's Purchasing Department for review. Once approved, it will be advertised for bidding.
- City staff met with a vendor to look at a portion of the Fish Pier site for the installation of security cameras. A proposal has been received and it is currently under review by City staff.
- City staff has inspected the fender system of all the piers to assess maintenance needs. Several piles need to be either pulled and rebolted, or replaced. There are also several chocks and walers that need to be either repaired or replaced. City staff will develop a plan and scope of work for completing this project.
- The parking lot striping project on the west side (next to GMRI) of the Fish Pier site has been completed.
- Grounds maintenance for the season is ongoing.
- General site maintenance continues throughout the facility.

Updates May through June 2025

- Engineering and plans have been completed for the shore power upgrade project in the net yard and sorting pier one. The project is ready for bidding upon securing financing.
- A local contractor has been hired to complete the restriping and numbering of the parking lot on the west side (next to GMRI) of the Fish Pier site. The work is expected to take place within the next month.
- Several camels throughout the facility have been cleaned of marine growth and several camel chains and weights have been replaced due to corrosion and wear.
- Grounds maintenance for the season is ongoing.
- Ongoing maintenance continues throughout the facility.

Updates March through April 2025

- Engineering and plans have been completed for the shore power upgrade project in the net yard and sorting pier one. City staff has reviewed it with the Fish Pier Board and Fish Pier staff, and a bid package has been prepared. The project is ready for bidding upon securing financing.
- City staff met with an engineer/representative of TRC Companies, an engineering firm involved with the dredge operation in the harbor, to discuss the next phase of dredging. Dredging is expected to take place between November 2025 through March 2026. The next phase will involve dredging in the area of the Fish Pier.
- Grounds maintenance for the season is ongoing.
- Ongoing maintenance continues throughout the facility.

Updates January through February 2025

- Engineering and plans have been completed for the shore power upgrade project in the net yard and sorting pier one. City staff has reviewed it with Fish Pier staff and a bid package is being prepared. The project is scheduled to go out to bid in April or May.
- Grounds maintenance for the season is ongoing.
- Ongoing maintenance continues throughout the facility.

Updates December 2024

- City staff met again with an electrical engineer to discuss options for replacing or upgrading the shore power units in the Net Yard and on Sorting Pier 1. Once a contract is signed, engineering for a bid package will begin.
- Grounds maintenance for the season is ongoing.
- Ongoing maintenance continues throughout the facility.

Updates October through November 2024

- City staff is met with an electrical engineer to discuss options for replacing or upgrading the shore power units in the Net Yard and on Sorting Pier 1.
- Grounds maintenance for the season is ongoing. Salt/sand barrels have been set up and filled for the season, and common areas have been cleared for plowing.
- Ongoing maintenance continues throughout the facility to address a list of items that includes repair and/or replacement of loose/broken chocks, walers, piles, etc.



PORTLAND FISH EXCHANGE

Management/Financial Report for November, 2025

<u>GF Landings – Auction</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
October 2025 - 10	180K	225K	(45K)
<u>GF Landings – Auction</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
October 2024 - 11	190K	175K	15K
<u>Contract Unloads - GF</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
October 2025	0	15K	(15K)
<u>Total GF Land/Unloads</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
October 2025	180K	240K	(60K)
<u>Pumping</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
2025 YTD	720K	1.2M	(480K)
<u>Financial Report</u>	<u>Net Income</u>	<u>Budgeted</u>	<u>Variance</u>
October 2025	(\$1000K)	(\$5000)	\$4000

Financial Notes

- \$250K LOC available in full
- \$50K Cash Reserve available in full
- Current receivables are \$200K consisting of rent, buyer fees, berthing, net yard use, bait storage & warehousing
- Current checkbook is at \$61K after payments to vendors, boats, and payroll

Landings Notes

- The month started off slow with several boats doing maintenance, engine replacements, lobstering, etc. We did a few good weeks with robust prices declining. Wind and weather were also a factor mitigating landings.

Operations Notes

- Currently rotating fresh & frozen bait storage for the fleet, Looks, and Northern Ocean
- Worked with Looks Lobster to help with Pier One cleanup & removal of broken pallets in the plant saving the Exchange \$1600 in dumpster fees.
- Purchased new totes in October. Purchase without holes - save \$0.15 a tote. Crew have been drilling holes and painting PFE in yellow on both sides. Branding with PFE logo / heated branding iron preferred but cost over \$300 for unit.

Monthly Payments of Note

- Controllor replacement - Look Lobster cooler door - \$2892
- Dock Plate replacement \$1950
- Clean Harbor - \$3112.27
- PFE Shipping Overhead Door Repair - \$650

Facility Report

- Condenser installation complete week of 10-27. Condenser & compressors A& B running well. Current control system continues to fail on run-time rotation between compressors so will do this manually until new system is installed.
- New Operating / Control system on track for mid-December arrival and projected installation early January.
- Parking lot restriping complete as well as new signs on building and in lot.
- Cozy Harbor sold. Our attorney has stated the new owners, Aquashell USA, plan to assume lease & will discuss possible changes. I have been told they intend to run all three companies as is – business as usual.

Staff Report

- After months of hard work, James Needelman has been formally appointed as Auction Assistant. He will continue to serve on the fish crew, while simultaneously fulfilling his duties in the Auction Assistant roll. James is a bright, highly motivated individual who continues to expand his role at the Exchange.

New/Returning Vessels

- F/V Bay Drifter plans to return to the Exchange
- F/V Iliana C is a new hook boat soon to be landing at the Exchange
- F/V Paulo Marc has returned with regular landings at the Exchange

New / Returning Buyers

- American Pride is our newest buyer who will be targeting all species landed at the Exchange. A+ reviews from all references - \$15K cash deposit in bank.
- Upstream started buying again this week and hopes to increase his buying activity at the Exchange

1050

PORTLAND FISH EXCHANGE APPLICATION FOR EXCHANGE SEAT

General Information

Applicant Legal Name: Glenn Bickelman
DBA: Glennfish Co

Mailing Address: 155 Pine Acres, Deer Park, NY 11729
City: _____ State/Province: _____ Zip: _____

Physical Address: 139 Florida St.
City: Farmingdale State/Province: NY Zip: 11735
Phone: (631) 484-3032 Email: glennfishco@gmail

Business Type (circle): Corporation Partnership/LLC Sole Proprietor

Corporations
please include

- Name, address, and title for all officers and directors (attach).
- Name, address, and percent of shares owned for all shareholders equal to or exceeding 5% (attach).
- Date incorporated and state/province in which incorporated:
Glenn Bickelman, owner 100%
- Federal employer identification number:
20-8942845

Partnerships/LLC's
please include

- Names, addresses, and ownership percentages for all partners (attach).
- Date registered and state/province in which registered:
- Federal employer identification number:

Sole Proprietors
please include

- Name and address of owner, if different than above:
- Date established:
- Sole proprietor's social security #:

Federal dealer permit #: _____

State/province dealer permit #:

Type of Auction Seat

Seat type: Note

FULL SEAT · Seat holder may purchase any item on any Exchange auction.

Requirements:

- \$250 one-time application fee (refunded if application declined).
- Irrevocable letter of credit, minimum \$15,000

References

Financial References (entities currently conducting business with the applicant)

Organization	<u>Chase Bank</u>	Contact	_____
City	<u>North Babylon</u>	State/Province	<u>NY</u>
Telephone	<u>(631) 443-1156</u>	Fax	_____
Account No.	<u>5622379977</u>		

Organization	<u>TD Bank</u>	Contact	_____
City	<u>Lewiston</u>	State/Province	<u>ME</u>
Telephone	<u>207-786-5945</u>	Fax	_____
Account No.			

Trade References (Up to 5, of which 3 should be from the seafood industry)

Organization	<u>Sunrise Lobster</u>	Contact	<u>Paul Salke</u>
City	<u>Brookhaven</u>	State/Province	<u>NY</u>
Telephone	<u>(631) 767-4593</u>	Fax	_____

Organization	<u>Ocean Rich</u>	Contact	<u>Derek</u>
City	<u>Brookhaven</u>	State/Province	<u>NY</u>
Telephone	<u>(631) 942-0618</u>	Fax	_____

Organization	<u>L+L Bait</u>	Contact	<u>Mike</u>
City	<u>Islip</u>	State/Province	<u>NY</u>
Telephone	<u>(631) 224-9675</u>	Fax	_____

Organization	<u>Fishy Biz</u>	Contact	<u>Greg</u>
City	<u>Westhampton Beach</u>	State/Province	<u>NY</u>
Telephone	<u>(631) 379-6000</u>	Fax	_____

Organization	<u>Viking Village</u>	Contact	<u>Lisa</u>
City	<u>Barneget Light</u>	State/Province	<u>NJ</u>
Telephone	<u>609-494-0113</u>	Fax	<u>609-361-9536</u>

Other

Please provide a brief description of applicant's business and products.

Buying and selling of seafood for wholesale purposes

Has the applicant, any owner, officer, partner, or authorized representative been arrested for or convicted of any crime? If yes, please provide date, jurisdiction, and description.

No

Has the applicant, any owner, officer, partner, or authorized representative been found guilty of or settled any violations of federal or state seafood regulations? If yes, please provide date, jurisdiction, and description.

No

Has the applicant or any owner or partner ever declared bankruptcy or insolvency? If yes, please describe.

No

Is the applicant currently involved in any lawsuits or claims? If yes, please describe.

No

Does the applicant, any owner, officer, partner, or authorized representative have a financial interest in any other seafood company? If yes, please describe.

No

TERMS AND CONDITIONS

The information contained in this application is confidential and intended for Portland Fish Exchange internal use only. Information will not be released except as required by law.

The Applicant understands and agrees that any and all information contained herein, is subject to confirmation, including but not limited to, background and credit checks on the organization and any owner, officer, director, and/or authorized representative.

The Applicant understands and agrees that any material misstatement on this application is grounds for denial of the application and/or disbarment from the Portland Fish Exchange.

The Applicant authorizes the Exchange to obtain further information about the Applicant from time to time in connection with any business relationship established between the Applicant and the Portland Fish Exchange.

The Applicant authorizes any reference listed in this application to release financial information to the Portland Fish Exchange.

The Applicant authorizes the Portland Fish Exchange to use any social security number, federal identification number, or federal or state permit number provided on or as part of this application to obtain information regarding the Applicant, any owner, officer, partner, or authorized representative.

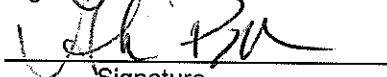
The Applicant understands and agrees that the Board of Directors of the Portland Fish Exchange will evaluate all information gathered in the application process, and a decision to grant or deny seat holder privileges to the Applicant will be solely at the discretion of the Board for any reason(s) it deems fit.

The Applicant agrees that if, and as long as, any business relationship exists with the Portland Fish Exchange, the Applicant may not withdraw its consent to the Portland Fish Exchange's ongoing collection or use of information as described herein.

The Applicant certifies that he/she has read and understands the Rules of the Portland Fish Exchange. If granted privileges by the Portland Fish Exchange of acting in any capacity at the Portland Fish Exchange (either on the premises or through participation in any auction the Portland Fish Exchange may conduct), Applicant agrees to abide by those Rules at all times.

The Applicant understands and agrees that the privilege of Applicant or any authorized representative of Applicant to act in any capacity at the Portland Fish Exchange is subject to the sole discretion of the General Manager of the Portland Fish Exchange or his/her designee, and/or the Board of Directors of the Portland Fish Exchange, and such privilege(s) may be temporarily or permanently suspended by either the General Manager or the Board of Directors at any time and for any reason, subject to any limitations as described in the Rules.

Signed,


Signature

Glenn Bickelman
Printed Name

10/27/25
Date

Owner
Title

TO: US Federal Fisheries Management Leadership, Elected Officials, and Industry Stakeholders

RE: Supporting the Adoption of the Fisheries Optimization Engine to Address Systematic Underharvesting and Restore Economic Viability to America's Fishing Industry

Date: 5 November 2025

Dear Decision Makers,

As leaders and participants in the American fishing industry, we write to you today with a sense of urgency about the systematic decline of our sector and to advocate for immediate adoption of innovative solutions that can reverse decades of economic deterioration in our coastal communities.

The Crisis We Face

The United States fishing industry is in crisis. Despite having the second-largest Exclusive Economic Zone in the world and some of the most abundant, well-managed fish stocks on the planet, we are systematically failing to harvest available resources, leaving billions of dollars and billions of sustainable meals unharvested each year while our businesses, families, and communities suffer.

The numbers tell a devastating story:

New England Groundfish: Only 28% of our sustainable annual catch limit determined by NOAA is being landed. Over the past fifteen years, fishing trips have declined by 86%, active vessels are down 72%, and revenues have fallen 67%. Meanwhile, just across the border, Canadian fishermen are fully utilizing their groundfish quotas with robust support from their government and scientific institutions.

West Coast Groundfish: Less than 25% of available quota is harvested, representing billions of dollars in foregone economic activity annually.

Gulf Shrimp: The fleet has declined by approximately 70% in the last fifteen years, unable to compete with low-cost imports despite substantial domestic resources being available.

While China's marine economy generates over \$1.3 trillion annually and even Vietnam outperforms the United States in fisheries revenue, our \$300+ billion ocean economy is hampered by an aging fleet—among the oldest in the world—and regulatory structures that prevent the modernization necessary to compete internationally.

fisheries management, rather than passive recipients of regulations developed without our input or real-time knowledge.

Our Request

We, the undersigned members of the fishing industry, urge federal and state fisheries management authorities, NOAA leadership, and our elected representatives to:

1. **Support and facilitate** the adoption of the Fisheries Optimization Engine across US fisheries
2. **Provide funding and resources** to accelerate deployment of these technologies
3. **Integrate fishery-dependent data** collected through this platform into stock assessments and management decisions
4. **Modernize regulations** to enable the advancement necessary to compete globally
5. **Recognize** that the current system is not delivering the results our country deserves. Optimal yield requires modern tools and approaches. We ask that you commit to providing them

The Seafood Competitiveness Executive Order signals that this Administration understands the urgency of our situation. Now is the time for action. We are ready to work collaboratively with scientists, managers, and policymakers to restore the economic vitality of American fisheries while maintaining our commitment to sustainability.

Our fisheries are a public trust. Our stocks are healthy. Our people are capable. We simply need the tools and support to succeed. The Fisheries Optimization Engine represents the future of American fisheries—one where economic prosperity and environmental stewardship go hand in hand, where our coastal communities thrive, and where American-caught seafood once again dominates our domestic markets.

We respectfully request your support and look forward to working together to build a stronger, more competitive American fishing industry.

Sincerely,

Industry Signatories:

{Captain/Company Name} [Vessel Name]
{Port, State}

[Captain/Company Name] [Vessel Name]
[Port, State]

ANNUAL PERFORMANCE APPRAISAL
Portland Fish Exchange
General Manager

Employee Name: Robert Vanmeter

Reviewer Name:

Date:

I. Instructions

Please rate each area from 1 to 5, using the following rating scale:

5 = Exceptional

Performance: significantly and consistently exceeds goals

Competency: consistently demonstrates exceptional behaviors; serves as a role model and mentor

4 = Highly Effective

Performance: consistently achieves and often exceeds goals

Competency: consistently demonstrates effective behaviors and often demonstrates exceptional behaviors

3 = Effective

Performance: consistently achieves goals

Competency: consistently demonstrates effective behaviors

2 = Inconsistent

Performance: achieves some, but not all goals; needs improvement

Competency: demonstrates some behaviors but not others, or uses behaviors inconsistently; may be appropriate for employees in new or more challenging positions, or for those who need development

1 = Unsatisfactory

Performance: rarely achieves established goals; requires significant and immediate improvement

Competency: rarely demonstrates competency behaviors; requires significant development

II. Quantitative Evaluation

1. Auction Operations: Has the General Manager managed a fair, effective, and efficient auction operation, applying rules and regulations fairly and maintaining good customer service?

1

2

3

4

5

Comments:

2. Building and Asset Management: Has the General Manager been effective in overseeing the Fish Pier's physical assets, including buildings, equipment, security and safety devices?

1

2

3

4

5

Comments:

3. Regulatory Compliance: Has the General Manager ensured compliance with regulatory requirements applicable to the Fish Exchange?

1

2

3

4

5

Comments:

4. Training and Safety: Has the General Manager provided appropriate training for staff, including learning and educational opportunities, and ensured the maintenance of a safe work environment?

1

2

3

4

5

Comments:

5. Supervisory Responsibilities: Does the General Manager supervise staff effectively and fairly and promote a positive staff morale through their leadership?

1

2

3

4

5

Comments:

6. Future Planning: Does the General Manager anticipate industry needs and changes and evaluate and prepare current operations to adapt to current and future events affecting the industry and the Fish Exchange?

1

2

3

4

5

Comments:

7. Financial Operations: Has the General Manager been effective in their management of the Fish Exchange's financial resources, including, but not limited to, developing an appropriate budget, maintaining documentation, and making adjustments as needed to administer the annual operating budget?

1 2 3 4 5

Comments:

8. Communication with the Fish Pier Authority: Does the General Manager communicate with the Fish Pier Authority on a regular basis to a level that it finds acceptable?

1 2 3 4 5

Comments:

9. Advocacy: Is the General Manager a strong and effective advocate for the Fish Exchange?

1 2 3 4 5

Comments:

10. Cooperation with the City of Portland: Does the General Manager maintain a cooperative and productive relationship with City of Portland officials and staff?

1

2

3

4

5

Comments:

III. Qualitative Evaluation

What are some of the strongest points, finest accomplishments, and opportunities for development demonstrated by this individual this review period?

Strengths:

Accomplishments:

Opportunities for Development:

IV. Goals

Review of Prior Review Period's Goals

Prior Goals:

N/A

Rating:

- Majority of goals were met
- Some goals were met
- One goal was met
- No goals were met
- Not applicable; no goals set in prior review period.

Goals for New Year

Use this section to set goals for this employee for the upcoming year. Think of using the S-M-A-R-T acronym as a guide.

<i>S</i>	<i>Specific</i>
<i>M</i>	<i>Measurable</i>
<i>A</i>	<i>Attainable</i>
<i>R</i>	<i>Relevant</i>
<i>T</i>	<i>Time-sensitive</i>

Goal 1:

Goal 2:

Goal 3:

Goal 4:

V. Conclusions

TOTAL AVERAGE QUANTITATIVE SCORE:

REVIEWERS' ADDITIONAL COMMENTS:

EMPLOYEE'S ADDITIONAL COMMENTS:

Date: _____

Reviewer Signature: _____