



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Wednesday, November 19, 2025

TIME: 12:00 PM

LOCATION: This meeting will take place remotely via Zoom.

Please click below to <https://portlandmaine-gov.zoom.us/j/82018437796?pwd=2yXPwXy8bV2wah4XqIW3ACIoLDgAgu.1> join the webinar.

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Webinar ID: 820 1843 7796

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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 Development Corporation 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).

AGENDA

1. President's comments
2. Review and accept Meeting Minutes

- a. See attached Meeting Minutes from September 18, 2025
- b. See attached Meeting Minutes from October 16, 2025
3. Review and vote on Brownfields Subgrant Request of \$400,000 from Roux Institute, 1 Beanpot Circle.
 - a. See attached Memorandum
 - b. See attached Backup Document for Memorandum
4. Review and vote on loan request for \$85,000 from Bachelder Holdings, LLC, 9 Bolton Street
 - a. **Note:** Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to review proprietary confidential information associated with this loan application.
5. Treasurer's Report - October 2025
 - a. Monthly Administrative Budget Report
 - b. Cash Management Report
 - c. Schedule of Loans Receivable
 - d. Confidential - Loan Delinquency Report
Note: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to discuss/monitor any of the loans listed on the Report.
6. Staff verbal update
7. Other Items to be discussed/brought up by Board Directors
8. Next Regular Meeting Date: December 18, 2025 (Business Award Event on November 20, 2025)