

**PORTLAND FISH PIER AUTHORITY**  
**BOARD OF DIRECTORS**  
**October 21, 2019, 3:00 PM**  
**Room 209**  
**389 Congress Street**

**1. Approval of August 12, 2019, Meeting Minutes**

- a. See orientation Map of the Portland Fish Pier
- b. See attached Meeting Minutes for approval.

**2. Financial Update**

- a. See attached Financial Update produced by Rhonda Girard, Finance, presented by Bill Needelman.

**3. Portland Fish Exchange Update**

- a. - Bert Jongerden, PFX; Tom Valteau, PFX President

**4. Facilities Update**

- a. - Phil DiPierro, Project Manager - A summary of recent projects will be provided at the meeting.

**5. Lot 1-1 Development - Status Update**

- a. Review of single development proposal from *Maine Sustainable Seafood Center, LLC* (John Hathaway and Shuck Maine Lobster).

Consistent with Executive Session statute 1 M.R.S.A. 405(6)(C) and (E), the Board may go into Executive Session to discuss this item.

**6. Portland Fish Exchange Request for Year End Financial Reimbursement**

- a. - Bert Jongerden, PFX; Tom Valteau, PFX President - See attached request for reimbursement of \$51,670 to make up for an operating loss for the fiscal year ending April 30, 2019.

**7. Portland Fish Exchange Request for Lease Amendment**

- a. - Bert Jongerden, PFX; Tom Valleau, PFX President - See attached request to amend the Portland Fish Exchange Lease with the Portland Fish Pier Authority, with the goal to reduce operating costs.

Consistent with Executive Session statute 1 M.R.S.A. 405(6)(C) and (E), the Board may go into Executive Session.

**8. Portland Fish Pier Authority Annual Meeting of the Corporator and make-up of the Board of Directors**

- a. See attached letter from the Maine Dept. of Marine Resources.

**9. Portland Fish Pier Strategic Planning**

- a. Discussion for all.



**Draft Meeting Minutes**  
**PORTLAND FISH PIER AUTHORITY BOARD OF**  
**DIRECTORS**  
**August 12, 2019, 3:00pm**  
**Room 209**  
**389 Congress Street**

PFPA Board members:

Nick Mavodones, President  
Tom Valleau, Vice President  
Brendan O'Connell, City of Portland  
Meredith Mendelson, DMR  
Matthew Burns, MaineDOT

**1. Approval of June 10, 2019 Meeting Minutes**

**Action Item:**

The August 12, 2019 minutes were approved with no changes.

**Motion by TV, 2<sup>nd</sup> by MM, passed by vote of 5-0.**

**2. Financial update** - Produced by Rhonda Girard, Finance, Bill Needelman

BN presented an up to date financial summary for the end of fiscal year. TV asked what happened to unspent funds? Carry over? Needelman to follow up. *(NOTE: After the meeting, Needelman confirmed with Girard that unspent funds roll into the PFPA fund balance.)*

**3. Fish Exchange update** - Bert Jongerden, PFX, Tom Valleau, PFX President

BJ reported that auction landings were running low, but off-auction landings (\$0.12/lb) far exceeded expectations - Dog fish in particular. As of August, the PFX is running modestly in the black.

**4. Facilities update** -

A summary of recent projects will be provided at a future meeting. TV requested an update on cathodic protection.

**5. Options for an Advisory Group to the PFPA Board of Directors** – Bill Needelman  
Continued discussion from Previous Meeting.

Options for enhanced industry engagement to the Portland Fish Pier Authority, including a potential Advisory Group were presented at the meeting.

BN presented a summary table of options .

The range of options included: Status Quo, Enhanced Digital Engagement, Scheduled Constituent meetings, Self-Appointed Advisory Committee, Appointed Advisory Committee, Expanded Board Membership.

TV noted thoughts that an advisory committee should be created by the PFPA and be large - not limited to harvesters.

MM agreed that an advisory committee is compelling as there is strong in the industry. There is

a worry about “meeting fatigue.”

She discussed her/DMR representation on the Class B, seafood industry seat. If the Board does not expand to include more industry representation, then DMR would likely suggest City appointment of an industry rep – preceded by PFPA bylaw amendments taking nominating authority away from DMR.

MB noted being new to the Board didn't have a strong opinion, but Digital Forums can be useful; however, topic suggestions need staff management.

MM noted that staff workload is an issue and that the topic (engagement and board make up) should be coordinated with strategic planning.

NM made a number of related comments: 1. Digital outreach OK, but was concerned with direct connections to the PFPA Board; 2. Need to be consistent with FOIA rules; 3. The Board is currently available for comments and outreach through email; and, 4. he is open to changing seats on the Board through City Council appointment – *in addition* to a DMR seat (either advisory or voting.)

TV asked how outreach was currently working? BN answered, fine for notice.

NM asked about options for a new seat. If the “DMR seat” turns into a City appointment, who would site? BN suggested that member selection could go through the City Council Appointments Committee.

TV suggested a new seat should be a “rubber boots” appointment of someone active in the industry.

General discussion followed.

NM suggested that the discussion should extend into an upcoming meeting. Two possible scenarios:

1. “DMR Seat” is formalized and an additional “industry Seat” for appointment by the City is added resulting in 6 total Board Members.
2. Transition the “DMR Seat” to a city-appointed “industry Seat”, keeping 5 total Board Members.

## **6. Portland Fish Pier Strategic Planning – all**

The Board held a framing discussion on potential strategic planning options.

TV questioned the role of the Auction/PFX related to the function of the Fish Pier.

NM relayed that the PFPA and the PFX are and should remain separate.

TV: The PFX needs to ask the question, “What is the role of the auction?”

NM: The future of the PFX is tied to the future of the PFP. The Authority supports the Exchange.

*Missed statement.*

There are pressures from the outside – public access, development.....

NM: The bodies have different charges. It's not the PFPA job to instruct the PFX. A Joint workshop may be worth considering within the context of strategic planning (general agreement by the Board.)

MM inquired as to the status of strategic planning for the PFX?

TV: Informal effort to date.

**7. Lot 1 Development – Status Update** Bill Needelman

BN noted that the RFP had been issued and advertised for 4 weeks and that responses would be available for review at the next meeting of the Board.

**8. Commercial Street Operations and Master Plan – Status update and suggested use of Fish Pier common area for truck staging.** Bill Needelman

BN noted a suggestion within the Commercial Street study process that the Fish Pier was identified as a potential location for truck staging for bait trucks waiting to access other piers. Board members expressed interest, only so far that there would be no additional constraint on development/function of the Fish Pier – including Lot 1-1's potential.

Respectfully submitted.  
WBN

| Portland Fish Pier Authority Board: Options for Enhanced Engagement                                                                                                                                                    |                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Status Quo                                                                                                                                                                                                             | Enhanced Digital outreach                                                                                                                                                                                                                                                       | Digital Forum                                                                                                                                                                                                                                                                                                                                                                  | Standing Open Stakeholder Meetings<br>(Likely offsetting months from PFPA Board meetings)                                                                                                                                                                                                                                                                                     | Self-Appointed Advisory Committee<br>(Independent advocacy group with its own governance and management )                                                                                                                                                                                                                                                                                                                                              | Appointed Advisory Committee<br>(Official body with described charge and standing with the PFPA Board)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Expanded PFPA Board Membership<br>(Add two seats on Board for fisheries industry representation)                                                                                                                                                                                                      |
| <ul style="list-style-type: none"> <li>• Common email list for all correspondence.</li> <li>• Request for input from board members, tenants, and interested parties.</li> <li>• Staff available by inquiry.</li> </ul> | <ul style="list-style-type: none"> <li>• Scheduled solicitation of ideas for future meetings.</li> <li>• Opportunity to solicit feedback on specific topics.</li> <li>• Establishing a common email list with “Reply all” option to promote exchange between members</li> </ul> | <ul style="list-style-type: none"> <li>• On Line/Email exchange possibly using a social media platform.</li> <li>• Allows for exchange between users.</li> <li>• Allows for posting of material by stakeholders.</li> <li>• Opportunity to solicit ideas for future meetings and feedback on specific topics.</li> <li>• Requires staff management and maintenance.</li> </ul> | <ul style="list-style-type: none"> <li>• Scheduled meetings with agendas.</li> <li>• Structured topics and feedback coordinated with PFPA agendas.</li> <li>• Advertised by staff from PFPA contact list (tenants, staff, interested parties)</li> <li>• Open to all - a “committee of the willing”</li> <li>• Requires staff management and limited material prep</li> </ul> | <ul style="list-style-type: none"> <li>• Advocacy group intended to track, evaluate, and comment on PFPA business.</li> <li>• Could be provided meeting space in City Hall.</li> <li>• PFPA Board could assign/request feedback on specific topics prior to Board decisions.</li> <li>• Limited or no staff support to emphasize independence.</li> <li>• Staff liaison to promote coordination and communication between AC and PFPA Board</li> </ul> | <ul style="list-style-type: none"> <li>• Appointed by either the PFPA Board or by City Council.</li> <li>• Roles and responsibilities would be included in PFPA bylaws.</li> <li>• Could have a structural role in PFPA meetings and agendas.</li> <li>• Would be available to provide recommendations on key decisions.</li> <li>• Subject to public meeting rules.</li> <li>• Scheduled meetings with agendas.</li> <li>• Structured topics and feedback coordinated with PFPA agendas.</li> <li>• Advertised by staff from PFPA contact list</li> <li>• Would require significant staff support</li> </ul> | <ul style="list-style-type: none"> <li>• Amend articles of corporation (City Council) and bylaws (PFPA board) to create new board categories and clarify existing.</li> <li>• Coordinate between PFX board bylaws to avoid redundancy/conflict.</li> <li>• Requires minimum staff support.</li> </ul> |

Fish Pier Authority  
FY20 Budget Status  
As of Sept 30, 2019

| Revenue:                                     | FY20 Budget    |                | FY19 YTD       |              | FY20 vs. FY19  |                |
|----------------------------------------------|----------------|----------------|----------------|--------------|----------------|----------------|
|                                              | Budget         | YTD            | Balance        | %            | FY19           | %              |
| Miscellaneous                                | 17,120         | 1,294          | 15,826         | 7.6%         | 2,273          | (979)          |
| Berthing                                     | 29,376         | 8,044          | 21,332         | 27.4%        | 9,393          | (1,349)        |
| Parking                                      | 330,226        | 84,312         | 245,914        | 25.5%        | 67,496         | 16,816         |
| Ground Rent (Leases)                         | 182,456        | 43,591         | 138,865        | 23.9%        | 61,542         | (17,951)       |
| <b>Total Revenue</b>                         | <b>559,178</b> | <b>137,241</b> | <b>421,937</b> | <b>24.5%</b> | <b>140,704</b> | <b>(3,464)</b> |
| <b>Expenditures:</b>                         |                |                |                |              |                |                |
| Admin. and Maint. Services                   | 45,094         | 1,286          | 43,808         | 2.9%         | 3,086          | (1,800)        |
| Travel/Training/Meetings                     | 1,500          | 0              | 1,500          | 0.0%         | 0              | 0              |
| Contractual Services                         | 19,276         | 9,891          | 9,385          | 51.3%        | 1,835          | 8,057          |
| Engineering Services                         | 23,000         | 0              | 23,000         | 0.0%         | 0              | 0              |
| Printing/Copying                             | 400            | 0              | 400            | 0.0%         | 0              | 0              |
| Equipment Repair                             | 10,000         | 0              | 10,000         | 0.0%         | 8,451          | (8,451)        |
| Land/Pier/Building Repair                    | 215,000        | 840            | 214,160        | 0.4%         | 0              | 840            |
| Insurance                                    | 13,119         | 0              | 13,119         | 0.0%         | 0              | 0              |
| Supplies                                     | 13,500         | 114            | 13,386         | 0.8%         | 756            | (641)          |
| Electricity                                  | 15,000         | 1,406          | 13,594         | 9.4%         | 1,311          | 95             |
| Stormwater                                   | 20,304         | 0              | 20,304         | 0.0%         | 0              | 0              |
| Debt Service                                 | 12,486         | 22             | 12,464         | 0.2%         | 3,629          | (3,607)        |
| <b>Total Expenditures</b>                    | <b>388,679</b> | <b>13,560</b>  | <b>375,119</b> | <b>3.5%</b>  | <b>19,067</b>  | <b>(5,507)</b> |
| <b>Net Revenues Over(Under) Expenditures</b> | <b>170,499</b> | <b>123,680</b> | <b>46,819</b>  |              | <b>121,637</b> | <b>2,043</b>   |
|                                              |                |                |                |              |                | <b>1.7%</b>    |



# PORTLAND MAINE

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To: Portland Fish Pier Authority Board  
From: Philip DiPierro, Facilities Project Manager  
Date: October 18, 2019  
RE: Facilities Update  
CC: Kathy Alves, Facilities Director

Please find below a listing of the monthly improvements to the Portland Fish Pier by the Facilities Department:

## Updates for August - September 2019

- A total of 3 bids for the cathodic protection project have been received. Waterworks Diving Services is the low bidder. We are currently working with Waterworks Diving Services to finalize the contract so that work can begin this fall.
- A new upgraded fire alarm panel was installed in the electrical building behind Vessel Services.
- Zebra striping has been hired to complete additional striping in the Net Yard to better delineate the area for commercial fishing activities, and adjacent to the Marine Trade Center in an effort to slow traffic making it safer for pedestrians leaving the building. Speed bumps or speed tables are also being considered if the striping fails to work.
- Seabreeze Property Services has been hired to complete maintenance services, ie weeding, trash removal, sand removal, trench drain maintenance, etc. around the Fish Exchange Building.
- Approximately 950 square feet of gravel parking area will be paved near the northwest corner of the Marine Trade Center to help promote positive drainage in the area.

## Updates for June - July 2019

- The cathodic protection project is currently out to bid. A pre-bid meeting was held at the facility on Wednesday July 31, 2019, to discuss the project with interested parties/contractors. A total of 5 contractors attended the pre-bid meeting. Bids are due by 3:00 pm on Wednesday August 14, 2019.
- Speed limit and boundary limit striping in the Net Yard area was completed.
- Seabreeze Property Services has completed sweeping services of the parking lots and roads throughout the facility.
- Catch basin cleaning of the entire facility was completed by the City's Sewer Department.
- Approximately 950 square feet of gravel parking area will be paved near the northwest corner of the Marine Trade Center to help promote positive drainage in the area.

## Updates for April - May 2019

- Seabreeze Property Services has started summer maintenance services including mowing, weeding, pruning, and mulching plant beds. They are also being scheduled to sweep the parking lots and roads throughout the facility.
- Catch basin cleaning will be scheduled with the City's Sewer Department after the

- parking lot has been swept.
- The bid package for the cathodic protection project has been finalized for bidding.
- Approximately 950 square feet of gravel parking area will be paved near the northwest corner of the Marine Trade Center to help promote positive drainage in the area.

#### Updates for February - March 2019

- BTT Marine Construction Company was hired to complete pile maintenance work around the Service Piers and Net Yard areas.
  - 5 Wooden piles within the Service Piers area were replaced with 5 composite piles that were removed from the Portland Ocean Terminal project.
  - 3 wooden piles in the Net Yard area were replaced with 5 composite piles that were removed from the Portland Ocean Terminal project.
  - Several piles in the Service Pier area were raised and re-bolted.
  - Several Chocks and wales were also repaired and rebolted.
- The Net Yard farelead and roller assembly was resecured to the concrete curb, and the face of the sheet pile wall below the roller was reinforced with additional composite piles (2 piles were removed and 4 composite piles were reinstalled).
- A new 10 yard dumpster was delivered to the site and positioned outside the Fish Exchange Building. The fish gear recycling area has been closed and the new dumpster will now be used to dispose of the gear.
- The bid package for the cathodic protection project is in the process of being finalized for bidding.
- Seabreeze Property Services is in the process of being scheduled to start spring cleanup and winter sand removal throughout the facility.

#### Updates for October 2018 - January 2019

- Seabreeze Property Services completed sweeping the Net Yard and the rear of the Marine Trade Center.
- Waterworks Diving Services spent two days cleaning camels around the service piers and along the berthing space on both sides of the pier.
- Tec Associates was hired to complete a Limited Routine Inspection of the sorting piers and the service piers, including an underwater inspection. Wayne Duffett, PE, is in the process of preparing a written report, which is expected to be submitted soon.
- In an effort to eliminate illegal dumping in the Net Yard, a decision has been made to relocate the Net Yard fishing gear recycling area. The current area will be used for parking, and a locking dumpster will be located in close proximity to the Fish Exchange building.
- We plan to complete pile and pier maintenance around the service piers, sorting piers, and berthing space. Various piles will be replaced, some will be pulled and re-bolted, and issues with chocks and wales will be addressed.
- Cathodic protection for each pier has reached the end of its' useful life. We will be looking into soliciting bids to replace the anodes.

#### Updates for September 2018

- Seabreeze Property Services completed sweeping of the parking lots and roads throughout the facility (except for the Net Yard), completed landscape maintenance including, weeding, tree pruning, mulching plant beds, and providing stone drip edge around portions of the Fish Exchange building.
- Speed limit striping in the Net Yard area was completed.
- A basic visual inspection was completed by City staff of the service piers and the sorting piers to assess the condition of the piles, chocks, wales, ladders, hardware, etc. The inspection will be used as a guide to schedule future maintenance work and repairs.

- A sink hole was discovered behind the sheet pile along the seawall between Vessel Services and the Marine Trade Center. We are in the process of evaluating the damage in order to complete repairs.
- Staff has contacted three engineering firms for proposals to complete a “Limited Routine Inspection” of the sorting piers and the service piers. The inspection will include assessment of the steel piles and cross bracing, pile caps, beams, decking, mooring hardware, and the fender system, with options for an underwater inspection and vertical load ratings.
- A new fire alarm panel has been installed to replace the failed panel in the electrical building behind Vessel Services.
- Camel cleaning has been scheduled with Waterworks Diving Services and is expected to be completed this month.
- Broken piles around the various piers are planned to be replaced.

Updates for May 2018 – August 2018:

- Seabreeze Property Services is being scheduled to sweep the parking lots and roads throughout the facility, to complete landscape maintenance including, weeding, tree pruning, mulching plant beds, and providing stone drip edge around portions of the Fish Exchange building.
- The erosion and drainage repairs have been completed in the netyard area.
- The sidewalk repair along the Portland Fish Pier Road has been completed.
- The catch basin lowering project has been completed.
- Speed limit striping in the netyard area is to be completed within the next month.
- Broken piles around the various piers are planned to be replaced.
- We are in the process of getting proposals to add concrete curbing at various locations around the inside and outside of the Fish Exchange building; to replace sections of the channel-grate drains inside the Fish Exchange building; and to install a dumpster pad under the dumpster at Cozy Harbor.
- Emergency repairs were made to a leaking water line the serves the building leased by Mr. Tamaki.

Updates for February 2018 – April 2018:

- Seabreeze Property Services has been scheduled to start spring cleanup and winter sand removal throughout the facility.

Updates for December 2017 – January 2018:

- The Fish Exchange electrical upgrade is complete as of January 27<sup>th</sup>.
- The first phase of the ventilation system at the PFEX is scheduled to be installed Saturday, 2/10/18 in the locker room area. The second phase of the system will be installed in the breakroom.

Updates for August - November 2017:

- A new 25yd self-contained compactor was installed at the Fish Exchange.
- Drainage issues in the parking lot at Bristol Seafood were addressed. A catch basin install along with grading and paving improved an ongoing drainage problem in the front parking lot.
- We will be installing a ventilation system at the PFEX in the locker room/common

area. Updates for July 2017:

- Pavement striping has been completed in various areas of the facility. These are changes that were discussed at the Fish Pier Authority Meeting to help with parking

- issues.
- The first phase of the electrical upgrade for the Fish Exchange has been completed. The components are being designed and will be ready for install in November approximately.
  - New composite camels have been installed. (4) at the Fish Pier and (2) at the Fish Exchange.
  - We have placed an order for a new 25yd self-contained compactor for the Fish Exchange.

Updates for June 2017:

- The majority of winter sand and spring cleanup was completed in May. Seabreeze will return to finish a few areas.
- We are getting quotes on pavement striping. Work tentatively scheduled for July/August.
- Bert and the electrician are working with CMP to coordinate the first phase of the electrical upgrade project.

## **MAINE SUSTAINABLE SEAFOOD CENTER**

### **Portland Fish Pier, Portland, Maine**

### **Bringing the Maine Lobster “Trap to Table”™ Story to Portland’s Working Waterfront**

#### **Mission: “From Trap to Table”™**

Provide Portland with a destination “Trap to Table”™ sustainable seafood hub, expanding the reach of our LOCALLY landed Maine Lobster, Seafood and Ground fish in the international seafood marketplace.

#### **Developed and Owned by:**

Maine Sustainable Seafood Center LLC, owned and operated by John Hathaway, the owner of international award winning seafood processor Shucks Maine Lobster.

#### **Local Fishermen:**

Local fishermen will prosper by being directly linked to new customers eager to sample their catch at the MSSC where some of their product landed on the Fish Pier will be processed. Many of their fresh seafood products will be featured in the MSSC restaurant, where visitors will learn about the fishermen’s lives and our sustainable seafood at our “Fishermen’s Museum” directly on our working waterfront.

## **Purpose:**

MSSC will be a portal for the public to explore and engage with Portland's working waterfront by experiencing the "Trap to Table"™ experience.

"Trap to Table"™ is the authentic story of our LOCAL authentic working waterfront adjacent to Portland's thriving Old Port district.

MSSC will tell this LOCAL story by serving three functions:

- **To Sell and Serve Fresh Maine Lobster and Ground Fish** landed by Portland fishermen right here on the Fish Pier;
- **Use State of the Art HPP technology** to create creative Maine sustainable seafood that is traceable to the fishermen who catch it;
- **Educate Chefs and Customers** about Maine's unique fisheries – their history and economic importance to Maine's working waterfront communities.

No location exists in the state of Maine that serves to connect Maine's seafood producers and their customers in this manner.

## **Development:**

MSSC proposes to construct a 20,000 SF state of the art two story "traditional Maine" building on Lot 1 at the Portland Fish Pier fronting on Commercial St. Adequate parking already exists adjacent to the site and the Developer will provide additional parking.

## **Development Costs:**

|            |                            |                    |
|------------|----------------------------|--------------------|
| Cost:      | Building; Site Work; Fees: | <b>\$3,600,000</b> |
| Financing: | NOAA Commitment Letter:    | \$2,800,000;       |
|            | Investors:                 | \$ 400,000;        |
|            | Grants: MTI:               | <u>\$ 400,000;</u> |
|            |                            | <b>\$3,600,000</b> |

Construction Loan: Bank of America;  
Engineer: Sebago Technics, Portland, Maine;  
Contractor: PATCO, Sanford, Maine;

## **Tenants: Committed**

**Shucks Maine Lobster – 11,000 SF:** International Award winning Maine Lobster Processor utilizing state of the art HPP technology; winner of two “Best New Seafood Products in the World” awards at the Brussels International Seafood Show, the world’s largest seafood show.

Shucks President John Hathaway also pioneered the effort to gain MSC Sustainability Certification for Maine Lobster.

Shucks will processed between 5 million lbs. of sustainable Maine Lobster in 2018 to be sold across the globe. Shucks will create between 50-55 new jobs at this location.

**Johnny Shucks Maine Lobster & Oyster Bar – 2,000 SF:** traditional Maine ambience will combine casual service with a retail section featuring Maine sustainable seafood (similar to Seattle’s Pike Place Market and New York’s Eataly).

The menu will feature sustainably sourced Maine Seafood simply prepared with a creative flare, catering to Portland's reputation as a "foodie" destination.

The bar will offer Maine wines and craft beers. There will be a heavy focus on raw bar items representing Maine's diverse coastal environments and flavors.

**Maine Working Waterfront Story– 2,000 SF:** We will share the story of the people and working waterfronts that are the backbone of Maine's hardworking coastal communities; their traditions; and their unique way of life. This will allow our customers to gain an understanding of what goes into creating and harvesting Maine's sustainable seafood.

By employing on-premise visuals, strong social media presence, lectures and educational forums, including culinary classes, customers will become intimate with the essence of Maine, which so often is segregated from the visitor's experience.

Close proximity and access to the Portland Fish Pier will enhance the unique appeal of this model, allowing us to offload Maine Lobster, crabs and other Maine sustainable seafood directly from the boats in view of our customers.

**Maine Sustainable Seafood R&D Kitchen – 2,000 SF:** The R&D Kitchen, to be housed on the second floor, is an education center that provides professional chefs a place-based immersive education about Maine's fishing culture, sustainability and seafood cuisine, while offering a first class kitchen to develop value added seafood products.

.

The Kitchen Studio will also allow visiting chefs to produce YouTube videos and TV episodes highlighting the wonderful uniqueness of Maine's Sustainable Seafood.

**Waterfront Related Office Space - 3,000 SF;** the second floor will local working waterfront companies or organizations convenient office space.

### **Community:**

MSSC's mission is also to tell the story of Maine Sustainable Seafood to our own Community. For instance, we'll work closely with GMRI and other local organizations.

Our R&D Kitchens will offer programs to Southern Maine Community College's culinary program. These students, mostly students from Maine, will be thrilled to participate in the "Trap to Table"™ storyline as firsthand participants.

We will also offer tours and cooking classes to area high school students and students from other community organizations.

**Request:**

Maine Sustainable Seafood LLC is seeking from the Portland Fish Pier Board a long-term land lease known as Lot 1.

The developer seeks additional land adjacent to the property that is also currently owned by the City that would improve the planned development.

**Action by the Board: We request that the Fish Pier Board take the necessary binding action at this meeting to authorize the Board to negotiate a draft lease with Maine Sustainable Seafood LLC.**

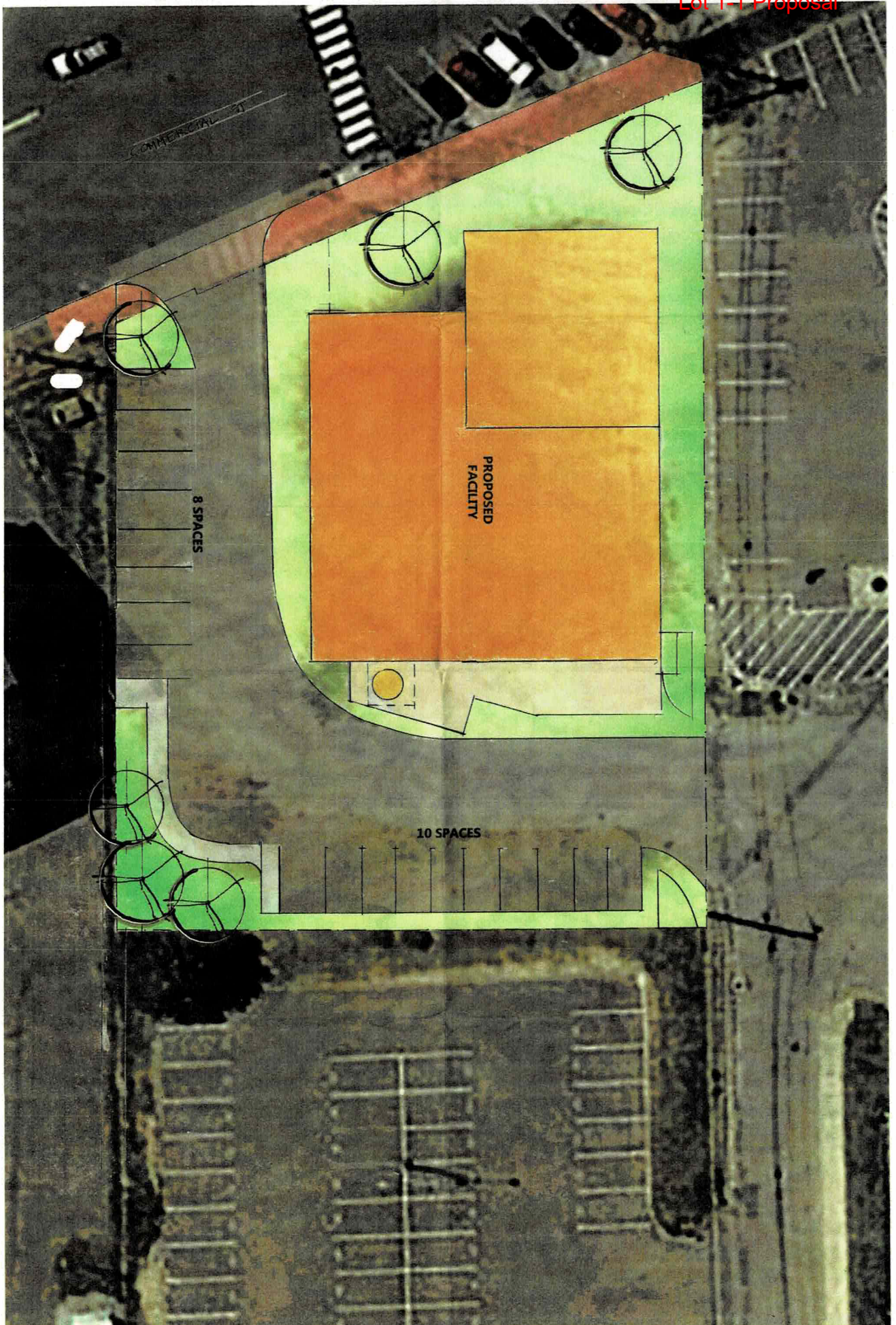
**Contact:**

**If you have any questions please contact directly:**

**John Hathaway**  
**207 329-1791**  
**[Johnny@ShucksMaineLobster.com](mailto:Johnny@ShucksMaineLobster.com)**

**Thank you.**







## PORTLAND FISH EXCHANGE

6 Portland Fish Pier | Portland, ME 04101  
Toll Free 1-866-633-4741 | Tel 207-773-0017 | [www.pfex.org](http://www.pfex.org)

**Agenda Item 6**  
**PFX Request for**  
**Reimbursement**

October 2019

Nicholas Mavadones, President  
Fish Pier Authority Board  
389 Congress Street  
Portland Me 04101

Tom Valteau, President  
Portland Fish Exchange Board  
6 Portland Fish Exchange

Dear Mr. President,

The Portland Fish Exchange has received results of a financial review for the fiscal year ending April 31, 2019. The results documented a loss of \$51,670 for the year. We are asking, consistent with past practice, that the Fish Pier Authority reimburse this amount to ensure financial stability of the Exchange.

Once again, our operations were very tight from a financial perspective. On a cash basis, we ended the year with a surplus of \$17,000 – but when depreciation of our facilities is taken into account, the result was negative.

The Fish Pier Authority is aware of our general situation and has provided financial support from time to time in recent years as the groundfish business in Maine has faced continued challenges from environmental, federal & state fisheries management. For the past 33 years, the Fish Exchange has been central to the business plans of our harvesters by providing a reliable marketplace for their catch and a faithful source of payment when fish are sold on auction.

The PFE is increasingly providing an important role in the seafood supply chain for a variety of business shipping to Southern markets. These businesses need to be assured they can move perishable product quickly and efficiently to their customers.

The aim of the Board of Directors is to ensure continued operation of the Exchange, and that is why we are turning to you for help once again.

Regards,

Tom Valteau, President

Portland Fish Exchange Board of Directors



## PORTLAND FISH EXCHANGE

6 Portland Fish Pier | Portland, ME 04101

Toll Free 1-866-633-4741 | Tel 207-773-0017 | [www.pfex.org](http://www.pfex.org)

**Agenda Item 7**  
**PFX Request for Lease**  
**Amendments**

October 2019

Nick Mavadones, President  
Fish Pier Authority  
389 Congress Street  
Portland Me 04101

Tom Valteau, President  
Portland Fish Exchange  
6 Portland Fish Pier  
Portland, Me 04101

### RE: FISH EXCHANGE LEASE AMENDMENT

Dear President Mavadones and Members of the Fish Pier Authority

We are writing to ask the Fish Pier Authority to consider changes in our lease that would reduce our tenant expenses, end our annual requests for financial support, and put the Exchange on a sound financial footing for the years ahead.

Looking back over the past seven years, our reimbursement requests to the Authority have ranged from zero to as high as \$158,000 and average about \$75,000 annually. The Fish Pier Authority operates at a surplus of about \$300,000 annually, so the property and the Exchange, taken together, are more than self-sufficient financially.

We are proposing three changes in the lease:

Rent, including parking, to be set at one dollar per year, eliminating a \$35,000 expense.

Insurance to be paid by the Exchange and then reimbursed by the Authority annually at a cost of \$58,000.

Repairs and maintenance to be paid by the Exchange and then reviewed and reimbursed by the Authority annually at an estimated cost of \$30,000.

Profit Sharing: We propose that any cash surplus at the Exchange after expenses and depreciation be shared between the Exchange and the Authority.

If these changes can be made, the future of the Exchange would be assured, and not subject to annual requests and approvals as is the case now. The Authority has always supported the Exchange, always providing funds when needed. Nevertheless, we have heard from industry people who are worried about our future. We want to put any such concerns to rest.

This will also help us to attract and retain the skilled workforce that we depend on every day, people who know fish, know boats, know weather, know computers, can manage money, and who understand seafood markets.

When we ask our boat owners and captains for their thoughts, which we do from time to time, we are told clearly and consistently that the Exchange is essential, particularly as the industry struggles with catch limits and the uncertainties of climate change. As landings continue on a long trajectory of decline, the Exchange has become more important, not less.

We have one final point. For the past 35 years the presence of Exchange itself has been a statement about how Portland regards its fishing industry, its past and its future, its place in our economy and in our culture. It is such an important institution, not just financially and logistically, but as a symbol of what we value. Reflecting on these ideas and points, we hope that the Authority's Board will see the merit in our proposal.

In appreciation,

A handwritten signature in black ink, appearing to read 'Tom Valleau', with a stylized flourish at the end.

Tom Valleau, President  
Portland Fish Exchange



JANET T. MILLS  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF MARINE RESOURCES  
21 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0021

**Agenda 8**  
**DMR Letter to PFPA**  
**Board of Directors**

PATRICK C. KELIHER  
COMMISSIONER

October 9, 2019

Dear Mr. Needleman,

As you are aware, there has been significant discussion during recent meetings of the Portland Fish Pier Authority Board regarding the Class B Director's seat, whose nomination I provide in my role as the Commissioner of Marine Resources. In the years that this seat was held by Terry Stockwell, a former commercial fisherman who served as the Department's Director of External Affairs for many years, our collective perception of this Director's seat had morphed, whether intentionally or not, into one that the Department held in representation of the interests of the fishing industry.

My Deputy Commissioner, Meredith Mendelson, currently holds the Class B Director seat and has kept me fully apprised of these conversations. We are compelled by the points raised by concerned members of the fishing industry who have asked that this seat be reconsidered. The bylaws clearly intended for this seat to be held by "*an individual who shall represent the fishing industry in the State of Maine.*" Based on the specificity included for the Class C Director's seat, it seems clear that this seat was intended to be a member of the marine resource industries, rather than a state agency employee.

However, given the always-evolving relationship between the state and city governments, I no longer feel that my position is the appropriate source of nomination for this Director. In my opinion, City Council would more appropriately solicit input from the Board itself and/or accept any nomination for a fishing industry representative, as municipal officials and local stakeholders are more able to assess which candidates would best serve the Board's needs in a given year. To this end, I respectfully request that the City Council modify the bylaws of the Authority Board and Class B Director's nomination process accordingly going forward.

Thank you for your consideration, and please do not hesitate to contact Meredith if you have any questions.

Sincerely,

Patrick C. Keliher  
Commissioner