

FINAL Meeting Minutes  
**Portland Fish Pier Authority - Portland Fish Exchange Subcommittee**  
**November 13, 2025**  
3:30 PM

**Subcommittee Member Attendees:** John Arnold (joined at 3:43 pm), Mike Foster, Mary Hudson, Matt Moretti, Meredith Mendelson, Tracy Perce, and Rob Odlin (joined by phone).

**Staff present:** Kaela Gonzalez, Avery Novak, Greg Watson, Robert Vanmeter

Approximately three members of the public attended.

**1. Committee Chair Comments:** Committee Chair Pearce opened the meeting and announced that John Arnold will be attending, but expects to be 30 minutes late.

**2. Approval of October 10, 2025 Meeting Minutes**

**Motion to approve Meeting Minutes for October 10, 2025.**

Moretti, 2nd Hudson

**Approved unanimously**

**3. Portland Fish Exchange Manager's Report**

Robert Vanmeter presented the manager's report verbally. Highlights are as follows:

- 10 Auctions in October
- 180,000 landed (budgeted 225,000)
- No contract unloads (budgeted 15,000)
- 180,000 groundfish landings (budgeted 240,000)
- Current receivables are \$146,000
- Checkbooks are at \$88,000
- LOC and Cash reserve are available in full

The Exchange is rotating fresh and frozen bait storage for the fishing fleet. Look Lobster assisted in cleaning up Pier 1, including broken pallets, saving \$1,600 in dumpster fees. The annual cost of replacing lost totes is estimated to be between \$1,400 and \$1,800. The condenser installation is complete and running well, but the compressor rotation system is currently being operated manually. A new control system is expected mid-December for an early January installation. Parking lot restriping has been completed and new signs have been installed in front of the Exchange. Cozy Harbor has been sold, and the new owners plan to assume the lease and run the business as usual. James Needelman has been appointed as the Auction Assistant. New or returning vessels include Bay Drifter, Iliana C, and Paulo Marc.

**Motion to recommend to the Portland Fish Pier Authority Board the approval of Glenn Fish (American Pride) as a new buyer at the Fish Exchange.**

Hudson, 2nd Arnold

**Approved unanimously.**

**4. Discussion on defining the subcommittee roles.**

The proposed responsibilities were reviewed. Vanmeter noted that the PFE rules and regulations should be updated and language adjusted following the merger. There was a discussion that the subcommittee should consider meeting less frequently. There is also the remaining question of how Vanmeter reports to the Board, and it was suggested that the Subcommittee meeting minutes be used for reporting to the full Board.

**5. Old Business**

Moretti suggested creating a marketing campaign to brand the seafood from the Exchange to increase demand and value, including looking into intern or grant opportunities to fund a campaign and develop a social media presence. Also discussed was exploring the possibility of using City staff to help with grant writing and what type of grants the Exchange would be eligible for. Moretti requested that grant writing/opportunities be on the next agenda.

**6. Other items not on the agenda.**

Odlin requested that a discussion on a multi-tiered fee system structure be added to the agenda for next month.

Jerry Leeman has met with Odlin and Vanmeter over the past week and requested a few minutes to be able to address the subcommittee, and will follow up with a letter to the full Board. Mr. Leeman is working to mentor the next generation and develop a sustainable fishery.

**7. Next Meeting:** December 11, 2025

**9. Adjournment:**

**Motion to adjourn**

Arnold, 2nd Mendelson

**Approved** by consensus

The meeting adjourned at approximately 4:44 p.m.