PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
August 13, 2026, 2:30 PM
Portland Fish Exchange Subcommittee

Please use the information below to join the meeting:
https://portlandmaine-gov.zoom.us/j/84291294357?pwd=idHwaDfbAmfdnrMWxY29l72Y88vLeN.1

To submit written public comment on an Agenda item, please send an email to edd@portlandmaine.gov. Submissions must be received by 12:00 p.m. the day before the Portland Fish Exchange Subcommittee meeting to guarantee their inclusion in the Agenda packet.

1. **Committee Chair Comments**

2. **Approval of July 9, 2026 Meeting Minutes**

    a. See attached draft Meeting Minutes from July 9, 2026

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

    a. See attached Manager's Report

4. **Discussion on purchasing and retention of totes and pallets.**

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

6. **Next Regular Meeting Date: September 10 , 2026**

Draft Meeting Minutes
Portland Fish Pier Authority - Portland Fish Exchange Subcommittee
July 9, 2026
3:30 PM

Subcommittee Member Attendees: John Arnold, Corrin Flora, Mike Foster, Mary Hudson, Matt Moretti, Rob Odlin, Tracy Pearce

Staff present: Heather Moretti, Robert Vanmeter, Avery Novak

Approximately three (3) members of the public attended.

1. Committee Chair Comments: Moretti opened the meeting.

2. Approval of June 11, 2026 Meeting Minutes

Motion to approve Meeting Minutes for June 11, 2026.
Hudson, 2nd Arnold

Approved by consensus

3. Portland Fish Exchange Manager's Report

Robert Vanmeter reported June results of 14 auctions with 205,000 pounds landed, exceeding the 150,000-pound budget projection. The Exchange operated with a budgeted deficit of $29,441 and has utilized $225,000 of its $250,000 line of credit. Operational highlights included progress on lobster bait storage and continued weekly salmon unloads. A compressor repair is scheduled for the week of the 20th, and the Exchange has hired two part-time Fish Crew employees. The vessel Long Haul has returned, and the Sun Dog is expected to begin landing next week. Most vessels have been moved, with the William Lynn proceeding through foreclosure proceedings.

Vanmeter has been asked to provide an Accounts Receivable aging report for the next meeting. While there is a steady stream of funds incoming, due to boats being paid the next day and buyers having 14 days to pay, the timeline for receivables can lag. Salmon will be trialed once market conditions improve.

4. Discussion on lowering the annual Seller Representative fee for vessels/captains selling their own fish.

The committee debated lowering the annual $500 seller representative fee to $250 for captains or vessel owners interested in repping their own fish. Some members advocated for reducing barriers for sellers, while others initially expressed concerns regarding revenue loss and the ongoing administrative workload associated with seller representation.

Motion to recommend to the Portland Fish Pier Authority Board to lower the seller representative fee to $250 for a one-year trial period.
Arnold, 2nd Pearce

Approved by consensus (Hudson and Flora abstained)

5. Discussion and update on the SEA Maine Grant.
A $300,000 grant application was submitted to the SEA Maine program to fund rooftop solar panels. The project will move forward with a small-scale model. This decision was made because full-roof coverage would have required a loan, which was determined to be unfeasible for the PFE. The small-scale version will be fully covered by the grant funds, with a potential minor net positive result due to state credits. This project is in the initial stages; design and bidding processes must still occur. Results from the grant application are expected this fall. Odlin advocated for eventual 100% electricity coverage, suggesting that the facility should pursue additional infrastructure grants.

Mike Foster confirmed that Vessel Services successfully submitted applications for a seafood-specific kitchen co-op and value-added services. There is optimism regarding these applications, as it was noted that available program funding reportedly exceeds the number of applications received.

6. Discussion regarding Subcommittee Meeting time.
Moretti proposed moving the subcommittee meeting time from 3:30 PM to 2:30 PM, citing his lack of availability after 4:00 PM. Some members opposed the change, noting that the 3:30 PM time is critical for allowing fishermen to complete their workday before attending, or that participation conflicts with work. Other options discussed included holding evening meetings or compromising on a 3:00 PM start time.

Motion to set the meeting time from 2:30 PM to 4:00 PM.
Moretti, 2nd Hudson

Approved 4-2.

7. Other Items not on the agenda
Foster advocated for returning to in-person meetings, noting that he is currently the only committee member on the Fish Pier and emphasizing the value of face-to-face interaction to keep the group "grounded." The subcommittee agreed to begin hybrid meetings starting next month, subject to the new meeting time.

Foster requested adding a discussion on the purchasing and retention of totes and pallets to the next meeting's agenda.

8. Next Regular Meeting: August 13, 2026

9. Adjournment:

Motion to adjourn
Hudson, 2nd Moretti
Approved by consensus

The meeting adjourned at approximately 4:50 p.m.

Portland Fish Exchange

Management & Financial Report – August 2026

Groundfish Activity

Groundfish Landings – Auction

Period	Actual	Budgeted	Variance
July 2026 (12 Auctions)	195K	225K	(30K)
July 2025 (11 Auctions)	268K	150K	+118K

Contract Unloads – Groundfish

Period	Actual	Budgeted	Variance
July 2026	0	20K	(20K)

Total Groundfish Landings & Contract Unloads

Period	Actual	Budgeted	Variance
July 2026	195K	245K	(50K)

Year-to-Date Groundfish Landings & Contract Unloads

Category	Actual	Budgeted	Variance
Groundfish (GF)	195K	225K	(30K)
Contract Unloads (CU)	0	20K	(20K)

Pumping Revenue

Period	Actual	Budgeted	Variance
2026 YTD	0	500K	(500K)

Financial Performance

Period	Net Income	Budgeted	Variance
July 2026	TBD	($18,980)	TBD

Financial Notes

- $200,000 of the $250,000 line of credit is currently in use.
- $50,000 cash reserve is currently available
- Accounts receivable total approximately **$323,209**, including:
    - Rent
    - Buyer fees
    - Berthing
    - Net yard usage
    - Bait and barrel storage
    - Cross-docking and warehousing
- Current checking account balance is **$71,946** prior to upcoming expenses.

Monthly Cash Position

- **High:** $304,000
- **Low:** $17,400
- **Average:** $138,000

July Auction Activity

- Total landed: **194,820 lbs.**
    - Sold through auction: **170,266 lbs.**
    - After-auction sales: **23,879 lbs.**
    - Refused: **675 lbs.**
- No fish inventory was carried over to the next auction.

Operations Update

While market prices have declined over the past week, increased groundfish landings have generated positive momentum heading into the new fiscal year. July auction activity narrowly missed budget projections, but overall performance remains in line with expectations.

Operational Activity

- Weekly collaboration continues with Eimskip and Hiddenfjord supporting salmon container operations.
- Lobster bait storage is at full capacity in cooler – 275 pallet spaces – 111 Barrels.
- The auction system has been configured with all required item codes, species codes, and seller representative information in preparation for the upcoming introduction of the salmon program, which is scheduled to begin the week of August 17. We will auction 27 standard cases: six 4-styro pallets, and one 3-styro pallet. The auction is expected to take place on Wednesday or Thursday of that week. A buyer update was distributed this week to ensure all participants are informed and prepared for the program launch.

Facility Report

Miller Refrigeration has completed installation of the new compressor, and the system is operating as expected. Performance has been stable, and all equipment is running well.

Recruitment Update

The recently hired Fish Crew employees have quickly become valued members of the team. One transitioned to a full-time role August 10th, while the other will continue in a part-time position. Both have already proven to be positive additions to the Exchange.

On August 3, we welcomed **Emma Balboni** as our new **Front Office Administrator and Auction Assistant**. Since April, Emma has worked at the Exchange as a **Port Sampler**, collecting stock assessment data for the National Oceanic and Atmospheric Administration (NOAA). During her time with us, she has built strong relationships with both the crew and staff and developed a strong understanding of the fish landed at the Exchange.

In her new role, Emma will support front office operations and assist with auction activities. She will also work closely with Sandy to learn the fish grading process. We are pleased to have Emma continue her career at the Exchange and look forward to the contributions she will make in her new position.

Fleet Activity

New / Returning Vessels

- Jesse Jane – New gillnetter from Eben Nieuwkerk
- Stella Maris – Returning gillnetter targeting monk for contract unloading

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Social Media Update

Our Social Media Intern, **Jade DeWitt** from the University of Southern Maine, continues to expand the Exchange's online presence through daily posts, videos, and industry-related content. Her efforts have strengthened engagement and visibility for both Exchange operations and the broader commercial fishing industry.

McNeel Vessels Update

The Patriot has been moved leaving the William Lynn. According to Ben Martens, the William Lynn is expected to proceed through foreclosure proceedings, with a public auction anticipated later this fall.