PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
February 8, 2021, 3:00 PM

The Portland Fish Pier Authority Board of Directors will hold a meeting on Monday, February 8, 2021, at 3:00 p.m. This meeting will take place remotely using Zoom. Virtual meetings are allowed using emergency legislation approved by LD 2167; 1 M.R.S. Section 403A, that authorizes cities and town to conduct meetings online.

Allow your computer to install the free Zoom app to get the best meeting experience. For public comment, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for your public comment.

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PFPA Board members:
Class A Director: Member of the Portland City Council - Councilor Nicholas Mavodones, President,
Class B Director: Representing the fishing industry - Meredith Mendelson, Department of Marine Resources
Class C Director: Representing the Commissioner of the Maine DOT - Matthew Burns, Treasurer
Ex-Officio Director: Representing the City Manager - Brendan O'Connell, Finance Director
Ex-Officio Director: President of the Board of Directors of the Portland Fish Exchange - Ellen Sanborn

1. Zoom Virtual Public Meeting Information

a. The Portland Fish Pier Authority Board of Directors will hold a meeting on Monday, February 8, 2021, at 3:00 p.m. This meeting will take place remotely using Zoom. Virtual meetings are allowed using emergency legislation approved by LD 2167; 1 M.R.S. Section 403A, that authorizes cities and town to conduct meetings online.

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2. Approval of December 14, 2020, Meeting Minutes.

a. See attached draft Minutes attached.

Action Item/Public Comment

3. Financial Update - Material produced by Rhonda Girard, Finance Department, presented by Bill Needelman, Waterfront Coordinator.

a. Current statements attached.

Rent deferment repayment status for each tenant was discussed at the December 14, 2020, Board meeting. If the Board would like to discuss the specifics of individual tenant repayment schedules, staff suggests going into executive session.

Consistent with Executive Session statute --1 MRS 405(6)(C) & (E), the Board may go into Executive Session to discuss issues related to rent deferral repayment.

4. Facilities Update - Phil DiPierro, Project Manager; Kathy Alves, Facilities Director.

a. A summary of recent maintenance activity is attached.

5. Portland Fish Exchange (PFX) Update - Ellen Sanborn, PFX President; Bert Jongerden, Acting General Manager

a. Board members will note the return of Bert Jongerden as Acting General Manager of the PFX following the departure of Nick Pappas.

Consistent with the conditions for financial assistance approved by the Board on October 19, 2020, the PFX has provided (attached) a summary of recent governance and expenditure changes.

6. ITEM #6: Strategic Planning Joint Work Plan - Portland Fish Pier and PFX: Bill Needelman, Waterfront Coordinator; Bert Jongerden, PFX Acting General Manager NOTE: CONSISTENT WITH EXECUTIVE SESSION STATUTE --1 MRS 405(6)(C) and (E), the Board may go into Executive Session to discuss Agenda Items 6 (Strategic Planning,) 7 (Marine Trade Center,) 8 (Pierce Atwood,) and 9 (Bristol.)

a. **Staff recommends conducting public introductions and discussions on Items 6, 7, 8, and 9 prior to going into an executive session for items 6 through 9 as a batch. The Board will then return to public session for any actions.**

With the departure of the permanent General Manager for the FPX and a vacancy on the Board, the PFX President has requested that the joint strategic planning process takes a pause.

PFX and PFPA Board Presidents have agreed to hire a facilitator to conduct a joint Board discussion on in the near future.

Staff is seeking guidance on moving forward on PFP issues, absent the PFX.

Consistent with Executive Session statute --1 MRS 405(6)(C) & (E), the Board may go into Executive Session to discuss strategic planning as it relates to real estate negotiations.

7. Marine Trade Center - Lot 2 and Lot 3 - Request to renegotiate existing Ground and Parking Lease: Greg Davidson, Sam Davidson, Principles - Marine Trade Center, LLC

a. Greg Davidson and Sam Davidson, representing the Marine Trade Center have previously provided under confidential cover a detailed request for specific amendments to the existing ground lease for the Board's consideration. Following conversations with Staff, the Davidsons and their counsel have updated their position of portions of their request. Attorney Jason Howe has drafted a letter for the Board review and discussion in executive session.

Consistent with Executive Session statute --1 MRS 405(6)(C) & (E), the Board may go into Executive Session to discuss real estate negotiations.

8. Pierce Atwood Parking Lease - James Gorman, Pierce Atwood

a. The Pierce Atwood (PA) parking lease for 70 parking spaces in the Front Lot will expire September 2021. Representing the firm, attorney James Gorman has requested that the Board consider extending the lease. The specifics of the PA parking lease request are provided in the Executive Session packet.

Consistent with Executive Session statute --1 MRS 405(6)(C) & (E), the Board may go into Executive Session to discuss real estate negotiations.

9. Bristol Seafood - Lot 5 - Request to renegotiate Ground Lease and discuss potential expansion plans - Peter Handy, President/Bristol Seafood

a. Bristol Seafood is requesting approval for expansion plans for the existing plant on Lot 5 along with an associated parking lease and amendments to the current ground lease.

The Board has discussed the item under executive session 12-14-20 meeting. In summary, Bristol is requesting changes to their lease which include:

- Approval in concept of a 9000-10,000 sf addition to the existing building.
- Expansion of the existing ground leasehold to accommodate the expansion as well as sole use loading bays serving the building.
- Keeping the monthly rent payment consistent with the current amount.
- Restarting the lease term for 25 years, with three 10 year extensions.
- Approval of a new parking lease in the front lot for employee parking, with a term consistent with the ground lease. Initial rates would be for $90/space/month, escalating $10/ space/year until equal to the market rate.

Find attached: letter from Mr. Handy describing the proposal, and a sketch diagram showing the proposed expansion of the building and the lot.

Consistent with Executive Session statute --1 MRS 405(6)(C) & (E), the Board may go into Executive Session to discuss real estate negotiations.
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Action Item/Public Comment

10. Adjournment