

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
April 12, 2021, 3:00 PM

Via Zoom

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PFFA 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

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2. Approval of February 8, 2021, meeting Minutes.

- a. See attached draft meeting Minutes.

Action Item - Public Comment

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

- a. March 2020 Financial Statement attached.

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

- a. Will be presented at the meeting.

5. Portland Fish Exchange (PFX) Update - Ellen Sanborn, PFX President; Jodi York, General Manager

- a. The Board is asked to welcome the new Portland Fish Exchange General Manager, Jodie York.

Attached: Budget outlook memo from Ellen Sanborn, PFX President.
Portland Fish Exchange Manager's Report

6. Strategic Planning Joint Work Plan - Portland Fish Pier and PFX: All

- a. Brief update on expectations moving forward. No action.

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

NOTE: Agenda Items 7 and 8 may all require Executive Session discussions by the Board, consistent with state public meeting statute. To minimize disruptions in the meeting, the Board is requested to hold a single Executive Session on all relevant issue at one time. Board members will be sent a separate zoom link for the executive sessions. Public participants will be able to wait within the primary zoom meeting for the public sessions to resume. All actions will be taken in public session.

- a. Consistent with Executive Session statute--1 MRSA 405(6)(C) & (E), the Board may go into Executive Session to discuss Agenda Items 7, Pierce Atwood Parking Lease Extension.

The Pierce Atwood (PA) 10-year parking lease for 70 parking spaces in the Front Lot will expire September 2021. Pierce Atwood's request to extend the lease was discussed in executive session during the previous meeting.

Based on Board direction and with the agreement of the tenant, Staff is recommending limiting the extension to 40 spaces for 5 years to be charged the market rate for parking in the Front Lot (currently \$120/space/month.) Additional spaces could be leased on a month to month basis at market rate.

The Board is asked to approve the above terms and to authorize final documents to be developed by City Corporation Counsel for signature by PA and the Board President.

Current Pierce Atwood Parking Lease attached.

Action Item - Public Comment

8. Salary Reimbursement Request for funding a portion of the Waterfront Coordinator Position for the 2022 fiscal year. Greg Mitchell, Housing and Economic Development Director.

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- a. NOTE: The Board may go into executive session pursuant to 1 M.R.S.A. 405(6)(A) for a discussion of personnel matters regarding the Waterfront Coordinator position.

The Portland Fish Pier Authority is currently funding 50% of the salary and benefits for the Waterfront Coordinator position. The City Manager's FY2022 budget draft recommends reducing this request from the Portland Fish Pier Authority to 33.3% percentage totaling: (\$37,021). The Board is being requested to authorize funding up to 50% on a yearly basis, while also noting that FY2022's funding be at 33.3%.

Memo describing the request from Greg Mitchell, HEDD Director, attached.

Action Item - Public Comment

9. Adjournment