

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
July 11, 2022, 3:00 PM

Via ZOOM

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Webinar ID: 850 7285 2357

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Class A Director: Member of the Portland City Council - Tae Chong, Vice President

Class B Director: Representing the Fishing Industry - Meredith Mendelson, Department of Marine Resources, President

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 - Rob Odlin

PUBLIC COMMENT: To submit written public comment on an Agenda item, email edd@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Board meeting to guarantee their inclusion in the Agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the Agenda item number (see below).

1. Approval of May 16 and May 31, 2022, draft meeting Minutes.

- a. See attached draft Minutes.

Action Item - Public Comment

2. Update on infrastructure and program funding through CARES Act funding - Bill Needelman, Waterfront Coordinator; Meredith Mendelson, Maine DMR Deputy Commissioner

3. Financial Update - Statement produced by Tonya Mitchell, Senior Adm. Officer II/Finance Department; presented by Bill Needelman, Waterfront Coordinator

- a. See attached statement.

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

- a. Facilities Project Reports
- b. Public Restroom Installation Along Commercial Street

5. Portland Fish Exchange Update - Rob Odlin, PFE President; Bert Jongerden, Interim PFE General Manager; Bill Needelman, Waterfront Coordinator

- a. PFE Monthly Landings Report, July 2022
- b. PFE General Manager's Status Report, Request for \$80,000 in Financial Assistance
- c. PFE Past Rent Forgiveness Request for \$30,908.30
- d. Update on Request for Interest Process Seeking Alternative Management

Action Item - Public Comment

6. Marine Trade Center Lease Amendments - Update on Status - Bill Needelman, Waterfront Coordinator

7. Lot 12 and Lot 12A Property Line Survey - Bill Needelman, Waterfront Coordinator

- a. Bristol Seafood requests a survey to be completed to place lot line pins in the ground between Lot 12 and Lot 12A to enable a physical understanding of the boundaries on the PFP.

Owen Haskell has provided Bristol with an estimate of \$400 with work to be completed in approximately four weeks.

With the Board's agreement, staff will use the Engineering line item in the current budget to fund this request. No action required.

8. Adjournment

Draft Meeting Minutes

**PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS**

May 16, 2022, 3:00pm
(postponed from April 11, 2022)

Remote Meeting Format – ZOOM
Platform

PFFA Board members present

Class A Director: *Member of the Portland City Council*
Tae Chong

Class B Director: *Representing the fishing industry*
Meredith Mendelson, Department of Marine Resources, Vice
President

Ex-Officio Director: *President of the Board of Directors of the Portland Fish Exchange*
Ellen Sanborn

PFFA Board members absent

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

Staff Present

Michael Goldman, Associate Corporation Counsel
Mary Davis, Interim HEDD Director
Phil DiPierro, Facilities Project Manager
Lori Paulette, HEDD Senior Administrative Officer
Bill Needelman, Waterfront Coordinator

Approximately 12 members of the public participated

1. Digital check in to Zoom:

Ms. Mendelson started the meeting at approximately 3:10 with a thank you to Ellen Sanborn for her years of service and a welcome to the new PFX General Manager, Steven Schultz.

2. Approval of February 28 Meeting Minutes
Draft minutes attached

Motion to approve as submitted

Moved by E. Sanborn, 2nd by T. Chong.
No Public Comment

Vote Passed 3-0, B. O'Connell and M. Burns absent

3. **Potential Infrastructure and Program Funding through CARES Act Funding** - *Bill Needelman, Waterfront Coordinator, Steven Schultz, PFX GM, Meredith Mendelson, Maine DMR Deputy Commissioner*

Ms. Mendelson noted that State spend plans for both CARES I and CARES II had been approved by federal authorities for both infrastructure and fee rebates. State was working with NOAA on a MOU with funding agreements with local entities to follow. The spend plan includes a hoist and piling repair for the Fish Pier; and, camels, refrigeration repair, and seller rebates (with staffing) for the PFX. Vessel services will receive ice and fuel subsidies. MCFA will receive funds to continue the Fishermen Feeding Mainers program.

4. **Financial update** - *Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department.*

Needelman introduced the statement from the packet with no questions

5. **Facilities update** -

Phil DiPierro noted that they were working on the PFX refrigeration issues with parts on order.

6. **Portland Fish Exchange update** –*Ellen Sanborn, PFX President, Steven Schultz, GM*

- *General Manager's Report.* S.Schultz noted an almost complete lack of fish for May demonstrating a need for the organization to pivot to a new operating model. There is a need for operating cash. E. Sanborn state that the PFX is coming with a request for 3 months operating funds to give time to figure out a path forward. Requesting \$240K.
- *Request for Financial Assistance: **The Portland Fish Exchange requests \$240K to cover three months operations** (See Strategic Planning Memo for Agenda Item 7, attached for background.)*

The Board moved to Agenda Item 7 as a related item before considering the request.

7. **Strategic Planning** – *Needelman, Steven Schultz, PFX GM*

- *Presentation on "Roadmap" for the future of the PFX, Steven Schultz.* S. Schults presented a PPT (as attached to these minutes) describing a possible alternative path for the PFX to achieve stability. Within the presentation was a recommendation to combine the Boards of the PFX with the PFPA .

Nick Alfierro from the PFX Board noted that he had no objection to a merger. Need industry reps. Lobster bycatch remains a barrier for boats. CARES \$ will

be the test.

T Chong asked about costs, and noted the need to shift focus. The PFX needs to stay open to support existing small businesses.

M. Mendelson was interested in the plan and noted the potential need to amend the CARES act spend plan for consistency – not easy. Questioned sustainability.

E Sanborn noted that buyer fees will still be coming in. There would need to be an annual subsidy from the PFPA.
Board members questioned kelp landing revenues with those numbers to be provided in the future,

Public comment for Agenda Items 6 and 7

- *Strategic Actions, Needelman*
- *Board composition and potential changes in representation, Goldman*

Eben Neiwkerk, Proprietor, F/V Dee Dee Mae: Fishermen need to diversify from Lobster. PFX will get more business. Prices are better in Portland than Gloucester. More captains coming. Opportunity in whole monks. Give it time.

Alan Tracy, Vessel Services: Big news. This is a uniquely bad time. CARES act \$ will move the needle. The Schulz proposal is not crazy but there is lots of detail to work out. The PFX needs a bridge to the CARES \$.

Ben Martens, MCFA: Thank you to Mr. Schultz. Not feeling the urgency. MCFA is available to provide other ideas. There is opportunity, but need urgency.

John Bisnett: Echo previous speakers. What happens after CARES? Need boats on the board.

Brianna Warner, Atlantic Seafarms: Having use the facility for several years, we have begged to gain access to PFX. 10 kelp farmers in Portland area. Need to widen the scope of thinking. The PFX is important infrastructure.

Hank Soule, Sustainable Harvest Sector: Something needs to change. Big issues at play – CARES \$, ending the auction, ...big news. Need to craft a message to keep the boats informed. A communication piece is needed. Approve the bridge funds.

End Public Comment

Board Discussion on Agenda Items 6 and 7

M Mendelson: Agreement with public comments. Concern with lack of clarity from the PFX Board - which has been requested for some time – and not much has been done. Questions about the opportunities and the sustainability (*of the Schultz presentation.*) Would require State and NOAA approvals for use of the CARES funds. Would need more detail toward sustainability. Not prepared to support the full \$240K request. Concerns with the total annual costs moving forward

T Chong: What funds are needed? The City (Council) won't support hundreds of

thousands of dollars in subsidies. 1. We need the PFX. It will be hardship for many if it is lost. 2. We need a short term plan. 3. Maine is no longer a large fishing port – Maine is a niche market. Support the \$240k to gain time to explore.

Nick Alfierro (PFX Board Member): We don't want to see the PFX close. Maine is competitive with MA, but the lobster bycatch issue is a problem – a state issue. Accordingly, the auction will need a subsidy. The PFX Board knows that there is a problem. Needs state support.

M Mendelson: Not a good time for a state subsidy. Regarding the Schultz proposal, need a comparison with the CARES plan.

Steven Schultz: The \$240K - objective is to keep the doors open.

Ellen Sanborn: \$29K in lost fish revenues at the PFX in May alone.

Much Discussion followed

M Mendelson: Table action on this item to allow the PFX Board to meet. Maybe there should be an RFP?

\$240,000 Request and Governance issues tabled to next available meeting

Governance issues, for Public Comment

To recommend to the City Council that the Bylaws of the Portland Fish Pier Authority be amended to expand the Board of Directors from 5 to 7 members by adding one Class B Director and one Class C director substantially as set forth in the revised draft of the bylaws included with the agenda.

Needelman introduced with comment of support from *M Mendelson* .

Public Comment

Ben Marten: Support. Noted that having a “proxy” provision may be helpful with fishing members.

Alan Tracy: Engagement with the industry is critical. Having a “working group” may be useful.

End Public Comment

Meeting adjourned with the following items to return at a future meeting

- 8. Home Port Berthing**
- 9. Election of Officers**
- 10. Marine Trade Center Lease**
- 11. Salary Reimbursement Request for funding a portion of the Waterfront Coordinator Position for the 2022 fiscal year**
- 12. Lot 1-1 Development Interest**

Attachments that were in the meeting packet:

- Agenda Item 2: Draft Minutes from the February 28, 2022 meeting
- Agenda Item 4: Financial Statements,
- Agenda Item 5: Facilities Update
- Agenda Item 6: PFX Landing Report
- Agenda Item 7: Staff memo, Strategic Planning, WBN to Board, May 12, 2022
- Agenda Item 7: PFX Strategic Overview, May 2022
- Agenda Item 7: Governance Bylaws amendments, Redline
- Agenda Item 11: Waterfront Coordinator Salary Memo, Mary Davis to Board, May 10, 2022

Draft Meeting Agenda

**PORTLAND FISH PIER AUTHORITY BOARD OF
DIRECTORS
May 31, 2022, 5:00pm**

**Remote Meeting Format – ZOOM
Platform**

PFPA Board members present

- Class A Director:** *Member of the Portland City Council*
Tae Chong
- Class B Director:** *Representing the fishing industry*
Meredith Mendelson, Department of Marine Resources, Vice
President
- 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*
Rob Odlin

Staff Present

Michael Goldman, Associate Corporation Counsel
Mary Davis, Interim HEDD Director
Lori Paulette, HEDD Senior Administrator
Steven Schultz, PFX General Manager
Bill Needelman, Waterfront Coordinator, note taker

Approximately 14 members of the public participated in the meeting

- 1. Digital check in to Zoom:**
- 2. May 16, 2022 Meeting Minutes**

Meeting minutes from the May 16, 2022 meeting will be provided for approval at the next regular meeting of the PFPA.
- 3. Salary Reimbursement Request for funding a portion of the Waterfront Coordinator Position for the 2022 fiscal year. Mary Davis, Housing and Economic Development Director.**

Ms. Davis presented her memo, stating that the Portland Fish Pier Authority is currently

funding 33% of the salary and benefits for the Waterfront Coordinator position. The City Manager's FY2023 budget draft recommends increasing this request from the Portland Fish Pier Authority to 50% of salary and benefits of approximately \$58,000.

As discussed by the Board at the April 12, 2021 PFPA meeting, requests for salary support for up to 50% of the Waterfront Coordinator will be reviewed annually.

Memo describing the request from Mary Davis, Interim HEDD Director, was attached.

Motion: That the Board of Directors approves the Portland Fish Pier Authority reimbursing 50% of the Waterfront Coordinator position, consistent with the attached memo. Moved by M. Burns, 2nd by T. Chong.

No Public Comment

Vote Passed 5-0 by all present.

4. Portland Fish Exchange Request for Financial Support – Steven Schultz, GM. Rob Odlin, PFX President

At the May 16, 2022 he Portland Fish Exchange requests \$240K to cover three months operations

The Board heard a brief presentation from Mr. Schultz and clarified ammounts needed for month to month operation. A lengthy Board discussion followed

Ms. Mendelson prepared to make a motion stressing the following, from text provided by email summarizing her statements:

- Emphasized importance of the need to offload groundfish and to be able to sell.
- Emphasized the desire for continuity in operations for sellers, buyers, and employees, and seek to assure all concerned parties that the goal is to remain operational throughout a potential transition and to limit uncertainty.
- Expressed concern about the dire situation and short timeline available to address it.

Motion to approve one month's operating funds for the Portland Fish Exchange in the amount of (\$80K) with a strong recommendation to the PFX Board that they immediately begin a formal process of seeking an alternative business model for the Portland Fish Exchange, and if such a process is not initiated prior to the next meeting of the Portland Fish Pier Authority (June 13, 2022), then the PFPA Board will recommend to the City Council that the Council seek an alternative business model for PFEX.

In discussion on the Motion, Ms. Mendelson further elaborated context for the motion and requested inclusion of these statements in the minutes:

- Although the Authority does have an obligation to support fiscal deficits of the Exchange, as a practical matter this is not without limits. The Authority has reserve funds, but to fund the full operations of the Exchange would drain those reserves rapidly, and leave the Authority without a safety net.
- Recognize that outcome of strategic planning process indicated ongoing support for a public auction.
- Authority is limited in its ability to obligate the PFE to take action, but I do feel that this is necessary immediately take action to explore a full range of alternative business models, which could include private ownership, private auctions, as well as potential continuance of the public auction.
- My view is that there is nothing to lose by learning more about what options might be on the table to support the offloading of groundfish in a sustainable manner.
- Support for further funding to explore options if Exchange takes action, but also feel compelled to build in some accountability given the fiscal constraints that the Exchange is facing and the timeline for meetings of the Exchange, Authority and City Council so those conversations going back and forth can take some time that I feel we don't have.

Motion moved by M. Mendelson, 2nd by T. Chong.

Public Comment: 6 members of the public spoke, including Alan Tracy, Vessel Services, Geoff Smith, Ben Martens, MCFA, John Norton, Cozy Harbor, Nick Alfiero, Harbor Fish, Willis Spear, F/V Providence.

Vote Passed 4-1, Odlin against.

5. Strategic Planning, By Laws, changes to composition of the Board

Motion: To recommend to the City Council that the Bylaws of the Portland Fish Pier Authority be amended to expand the Board of Directors from 5 to 7 members by adding one Class B Director and one Class C director substantially as set forth in the revised draft of the bylaws included with the agenda.

By friendly amendment: to add “commercial” to the Class B Director definition:

“Class B Director – there shall be ~~one (1)~~ two (2) Class B Directors who shall be ~~an individual~~ individuals who shall represent the **commercial** fishing industry in the State of Maine.”

Moved by M. Mendelson, 2nd by M. Burns

Needelman clarified that the intent of the motion is to add an additional Class B seafood industry representative to be nominated by the Mayor of the City of Portland; and, to create a new Class C representative to be appointed by the Commissioner of the Maine Department of Marine Resources.

Public Comment: 4 members of the public spoke

Vote Passed 5-0 by all present.

6. **Election of Officers** - All. With the departure of former Portland Fish Pier President, Nick Mavodones, the Board will need to nominate and elect a new president of the Board

Motion: Nomination of Meredith Mendelson to be President of the Portland Fish Pier Board of Directors

No Public Comment

Vote Passed 4-0, Mendelson abstained

Motion: Nomination of Councilor Tae Chong to be Vice President of the Portland Fish Pier Board of Directors

No Public Comment

Vote Passed 5-0, by all present

7. **Setting the next meeting date and adjournment.** *The next meeting of the Board is tentatively scheduled for June 13, 2022*

Attachments that were in the meeting packet:

- | | |
|----------------|---|
| Agenda Item 3: | Waterfront Coordinator Salary Memo, Mary Davis to Board, May 10, 2022 |
| Agenda Item 4: | Memo from Steven Schultz, PFX General Manager |
| Agenda Item 5: | Governance Bylaws amendments, Redline |

**Fish Pier Authority
FY22 Budget Status
As of May 31, 2022**

**Agenda 3
Financial Statement**

	FY22 Budget		FY21 YTD		FY22 vs. FY21	
		YTD	Balance	%		%
Revenue:						
Miscellaneous	14,395	5,981	8,414	41.5%	8,255	(2,275)
Berthing	29,376	25,668	3,708	87.4%	24,480	1,188
Parking	336,670	357,708	(21,038)	106.2%	305,914	51,794
Ground Rent (Leases)	199,833	186,743	13,090	93.4%	161,685	25,058
Total Revenue	580,274	576,099	4,175	99.3%	500,334	75,765
Expenditures:						
Admin. and Maint. Services	94,060	73,915	20,145	78.6%	77,358	(3,443)
Travel/Training/Meetings	1,500	0	1,500	0.0%	0	#DIV/0!
Contractual Services	20,200	15,511	4,689	76.8%	12,543	2,968
Engineering Services	26,000	3,237	22,764	12.4%	4,904	(1,667)
Printing/Copying	400	817	(417)	204.3%	400	417
Equipment Repair	10,000	12,662	(2,662)	126.6%	6,520	6,142
Land/Pier/Building Repair	215,000	141,240	73,760	65.7%	165,319	(24,079)
Insurance	14,369	12,250	2,119	85.3%	0	12,250
Supplies	13,500	619	12,881	4.6%	9,218	(8,599)
Electricity	15,000	11,083	3,917	73.9%	10,724	359
Debt Service	11,612	2,271	9,341	19.6%	11,998	(9,728)
Total Expenditures	410,029	273,605	148,036	66.7%	298,984	(25,379)
Net Revenues Over(Under) Expenditures	170,245	302,494	(132,249)		201,350	101,144
						50.2%



PORTLAND MAINE

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To: Portland Fish Pier Authority Board
From: Philip DiPierro, Facilities Project Manager
Date: July 8, 2022
RE: Facilities Update
CC: Kathy Alves, Facilities Director

Please find below a listing of the monthly improvements to the Portland Fish Pier by the Public Buildings and Waterfront Department:

Updates for May & June 2022

- Upgrades associated with the refrigeration system in the Fish Exchange building are under construction. Miller Refrigeration has been hired to complete the work.
- Tech Associates continues to work on a bid package for the pile jacket and pier repair project.
- The four camels that were recently delivered have not yet been installed. They are scheduled to be installed within the next 1 to 2 weeks.
- Two ladders will be replaced within the Fish Exchange complex. One ladder is scheduled to be replaced at sorting pier 2 outside the PFEX, and one ladder along the bulkhead wall in the net yard will be replaced.
- Ongoing repairs continue throughout the facility to address a list of maintenance items.
- Seabreeze Property Services is working on sweeping and seasonal maintenance activities.

Updates for February, March & April 2022

- Issues associated with the refrigeration system in the Fish Exchange building are being addressed. The City is working with an engineer and refrigeration contractor to determine the components that need to be either upgraded, replaced or maintained.
- Tech Associates continues to work on a bid package, including plans and specs, for the pile jacket and pier repair project. The project will be based on the results of the inspection that was completed last year.
- Four camels have been ordered and delivered for installation at sorting pier 1 and sorting pier 2. Three camels will be installed at sorting pier 1 and one camel will be installed at sorting pier 2. The log camel that broke loose from the net yard last year has been recovered and reinstalled. The 4 camels were delivered on April 11th, and installation will take place as soon as possible depending on weather and contractor availability.
- Several loose and/or broken piles throughout the facility have been identified. Fore River Dock & Dredge was hired to pull and re-bolt 5 piles, and replace 7 piles. JW Hale was hired to replace several chocks and wales around sorting piers 1 and 2.
- Ongoing repairs continue throughout the facility to address a list of maintenance items.
- Seabreeze Property Services is working on sweeping, spring cleanup and seasonal maintenance activities.

Updates for December 2021 & January 2022

- Tech Associates is working on a bid package, including plans and specs, for the pile jacket and pier repair project. The project will be based on the results of the inspection that was completed last year.

- Four camels have been ordered for installation at the net yard and sorting pier 1. One camel will be installed at the roller in the net yard, and three camels will be installed at the PFEX sorting pier 1. Delivery is expected to take place in March, and installation is expected soon thereafter depending on weather and contractor availability.
- Several loose and/or broken piles throughout the facility have been identified. A contractor will be hired to either pull and re-bolt the piles, or to replace the piles.
- Ongoing repairs continue throughout the facility to address a list of maintenance items.

Updates for November 2021

- Tech Associates is working on a bid package, including plans and specs, for the pile jacket and pier repair project. The project will be based on the results of the inspection that was completed in March.
- A local camel vendor was recently contacted to provide pricing for adding camels to various locations around the facility. I met with Fish Pier staff to identify locations to install the camels.
- Ongoing repairs continue throughout the facility to address a list of maintenance items.

Updates for October 2021

- Tech Associates has been directed to develop bid documents including plans and specs for the pile jacket and pier repair project. The project will be based on the results of the inspection that was completed in March.
- Thyng Paving completed the paving repairs to the trenches where the water lines were repaired earlier this year.
- Seabreeze Property Services completed the fall cleanup work included in their maintenance contract. They also completed sweeping along the fleet berthing area, the service piers, and the bulkhead adjacent to the Marine Trade Center.
- A fourth ladder was replaced at sorting pier 1 outside the PFX. One ladder along the bulkhead wall in the net yard is scheduled to be repaired.
- Recent maintenance repairs included welding the lower whaler back into place along the home fleet berthing area, and repairing the fender at the southeast corner of Service Pier #1 by Vessel Services.
- Ongoing repairs continues throughout the facility to address a list of maintenance items. Items include completing the installation of the pile covers for the composite piles that were recently driven, maintenance of camel chains along the transient berthing area, etc.

Updates for August 2021 - September 2021

- Tech Associates developed a basic list that prioritizes repairs that are most needed to the piers and bulkhead in the immediate future. The list is based on the results of the inspection that was completed in March. Staff is also in the process of determining whether or not all the recommendations listed in the report should be bid as one complete project or if work should be completed in phases. A decision will be made once funding sources have been identified.
- Seabreeze Property Services completed the cleanup of the vegetation, installation of rip rap, and loaming and seeding of the fence line between the west parking lot and the GMRI.
- Three ladders were replaced throughout the Fish Pier complex. The City worked with a contractor to install 3 new ladders along the bulkhead outside the Marine Trade Center, and one ladder is scheduled to be replaced at sorting pier 1 outside the PFEX. One ladder along the bulkhead wall in the net yard is scheduled to be repaired.
- Zebra Striping completed the “work limits and access delineation” striping of the repair berth apron adjacent to the Marine Trade Center.
- Waterworks Diving Services spent one day cleaning camels around the service piers and at the transient berthing space along the bulkhead wall.
- Ongoing repairs continues throughout the facility to address a list of maintenance items. The items include repairing the fender at the southeast corner of Service Pier # 1, completing the

installation of the pile covers for the composite piles that were recently driven, repair of the lower whaler along the home fleet berthing area, maintenance of camel chains along the transient berthing area, etc.

Updates for June 2021 - July 2021

- Tech Associates is in the process of completing a work scope and RFP based on the results of the inspection of the piers and bulkhead that was recently completed.
- A water leak was discovered last month in the service lateral to the Douty Brothers building. Jimino Plumbing and Heating was hired to replace the line from the PWD water main to the building. Les Wilson & Sons was subcontracted to complete the emergency repair from the main to the meter pit outside the building. High ground water levels were observed during the water line replacement construction.
- The City is working with a local marine contractor to facilitate the repair of a list of maintenance items. The items include repairing the fender at the southeast corner of Service Pier # 1, completing the installation of the pile covers for the composite piles that were recently driven, repair of the lower whaler along the home fleet berthing area, maintenance of camel chains along the transient berthing area, etc.
- Several pier ladders are scheduled to be repaired or replaced throughout the Fish Pier complex. The City is working with two contractors to complete the work.
- The City's Water Resources Division completed catch basin cleaning and sweeping throughout the facility. The trench drains in front of the PFEX building have also been flushed and cleaned.
- Zebra Striping has been hired to complete the "work limits and access delineation" striping of the repair berth apron adjacent to the Marine Trade Center. Striping is expected to be completed in August.

Updates for April 2021 - May 2021

- Tech Associates completed the inspection, and supplied a report, of the steel and coating conditions for all Sorting Pier piles, Service Pier piles, and bulkhead sheet piles above MLW, including bracing conditions and ultrasonic steel thickness readings. The report indicates that maintenance is needed, and Facilities plans to meet with Tech Associates this week to discuss a scope of work and the RFP process.
- A water leak was discovered last month in the service lateral to the Fish Pier building. Jimino Plumbing and Heating was hired to replace the line from inside the Fish Pier building back to the PWD water main. Les Wilson & Sons completed the emergency repair from the main to the building exterior wall, and Jimino completed the installation of a new water line from the building exterior wall to the utility room. High ground water levels were observed during the water line replacement construction.
- The fender at the southeast corner of Service Pier # 1 has pulled away from the side of the pier and is scheduled to be repaired.
- Approximately half of the pile covers for the composite piles that were recently driven, have been received and installed. The remaining pile covers will be installed in the near future.
- Several sections of the lower whaler along the home fleet berthing area are disconnected from the bulkhead. A contractor will be hired to repair it.
- Several of the camel chains along the transient berthing area are in need of maintenance. The City is working with a contractor on the scope of work and pricing.
- Several pier ladders are scheduled to be repaired or replaced throughout the Fish Pier complex.



PORTLAND FISH EXCHANGE

Management/Financial Report for July 11, 2022

Groundfish Landings	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>	<u>Avg Fish \$/lb.</u>
May	5K lbs.	22K lbs.	(-17K lbs.)	\$2.63
<u>June</u>	33K lbs.	63K lbs.	(-30K lbs.)	\$1.15
Total Landings FY YTD (05/01/22)	38K lbs.	1.2Mlbs.	(-1.162Mlbs.)	

Off-auction landings.

May	0 lbs.	0 lbs.	0 lbs.
<u>June</u>	6K lbs.	30K lbs.	(-24K lbs.)
Total Off-auction FY YTD (05/01/22)	6K lbs.	100K lbs.	0K lbs.

Pumping

May	0 lbs.	0 lbs.	0 lbs.
<u>June</u>	0 lbs.	0 lbs.	0 lbs.
Total Pumping FY YTD (05/01/22)	0K lbs.	500K lbs.	

Financial Notes:

- Have received funding for 1st 'trache' of \$50K in seller rebate funds – have started rebating as of June 1st
- Have rebated \$14K in seller fees on 122K lbs. landed to date
- Received the first installment of \$72K, PFE paid, for refrigeration repairs through Cares Act
- Miller has invoiced \$62K work to date – a majority of the new copper piping has been installed

Operations Notes:

- Have expanded operations hours to 5pm Monday to Thursday, till 3pm Friday
- Are advertising for a front-office clerk to assist the Front-Office Administrator
- Beginning to accept bait into cold storage – PFE has space for 300 pallets
- Have been handling contract unload whole monk and dogfish
- In negotiations to handle tuna

Landings Notes:

- July groundfish landings to date are 60K lbs.
- July contract landings to date are 30K lbs.
- Landings are increasing - rebates and no rolling closures are certainly helping



PORTLAND FISH EXCHANGE

6 Portland Fish Pier | Portland, ME 04101
Toll Free 1-866-633-4741 | Tel 207-773-0017 | www.pfex.org
Email to: hails@pfex.org

July, 2022

Meredith Mendelson, Chairperson
Portland Fish Pier Authority
389 Congress Street
Portland, Me 04101

Dear Ms. Mendelson and members of the Fish Pier Authority,

I am writing to provide overview of changes in internal management since the departure of Steven Schultz.

The Portland Fish Exchange Board of Directors at the June 16th, 2022 meeting agreed unanimously to hire Mike Foster to become Business Manager of the Exchange. Mike will retain his role at Vessel Services as GM, with expectations that Vessel Services and The Exchange will develop improved service methods for their shared customer base.

Mike will work cooperatively with Jaki Berg, Front-Office Administrator and Dave Townsend, Operations Manager.

With the rolling closures ceasing July 1, and in tandem with Cares Funding for fuel, ice and seller fee rebates, landings are increasing exponentially – with potential groundfish landings forecast of over 150K lbs. for July and well over 30K -50K in contract unloading of monkfish, skates and dogfish. There is a strong possibility of off-shore trawler trips being landed and additional gillnetters.

Bait storage is filling-up quickly, warehousing transfers are robust and PFE is in negotiations to handle tuna with a potential tuna auction.

Internal financial reporting will be modified into more in-house reporting along with streamlining data entry of payroll into the financial software.

PFE is certainly on better footing less than a month ago – though struggling to reduce the LOC from a very lean financial period. The Exchange is requesting another \$80,000 in operation funding to reduce the LOC, eliminating interest payments.

I'm optimistic at this time PFE is on an upward trend – internally and externally changes are being made and implemented to sustain operations.

Regards,

Bert Jongerden, Interim GM



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June, 2022

Meredith Mendelson, Chairperson
Portland Fish Pier Authority
389 Congress Street
Portland, Me 04101

Dear Ms. Mendelson and members of the Fish Pier Authority,

I am writing for the Board of Directors for the Portland Fish Exchange to request that the Fish Pier Authority forgive rent due from the Portland Fish Exchange for the past 10 months, in the amount of \$30,908.30.

Additionally, in consideration of Portland Fish Exchange's past and current financial position and a considered plan to issue a Request for Interest for outside management of the Exchange – that rental payments be forgiven going forward until that time the Fish Pier Authority revisits this agreement.

Regards,

Rob Odlin, President
Portland Fish Exchange

Agenda 7

Line Requiring Survey and Monumentation

Lot 12

Lot 12-A

Portland Fish Pier, Survey Request

Lots 12 and 12-A



30 Feet

0

15

30