

DRAFT Meeting Minutes

PORTLAND FISH PIER AUTHORITY BOARD OF DIRECTORS

October 17, 2024, 3:00pm

Hybrid Meeting Format
#6 Portland Fish Pier, Portland, Maine and
on the Zoom Platform

PFPA Board members present

Class A Directors: Groundfish Harvester or Representative

Mary Hudson, MCFA, President
Tracy Pearce, F/V Gracelyn Jane

Class B Directors: Groundfish Buyers

Nick Alfiero, Harbor Fish Market

Class C Directors: Representing the seafood industry of the State of Maine

Rob Odlin, Representing the Lobster Industry, Vice President

Class D Director: Representing the Public at Large

John Arnold

Ex-Officio Members of the Board of Directors

Representing the Commissioner of the Maine DOT

Chris Mayo

Representing the Commissioner of Maine DMR

Meredith Mendelson, Department of Marine Resources,

Representing the Portland City Manager

Brendan O'Connell, Finance Director
Treasurer

Board members absent

Class B Directors: Groundfish Buyers

Tim Merrill, Merrill's Seafood

Class E Director Representing the Portland City Council

Anna Bullett, District 4

Staff Present

Robert Vanmeter, PFX Exchange Manager
Phil DiPierro, Project Manager
Avery Dandreta, Associate Corporation Counsel
Kaela Gonzales, HED
Bill Needelman, Waterfront Coordinator (Note taker)

Approximately 5 members of the public attended by zoom

1. Approval of Meeting Minutes

September 19, 2024 PFEX Meeting

Draft minutes attached.

Motion to approve by Arnold, 2nd by Mayo. No Public Comment, no amendments. **Motion passed** by vote of 8-0 by all present.

2. Officer election of an Assistant Secretary Officer position

Motion to appoint Bill Needelman Assistant Secretary of the Board. Moved by Arnold, 2nd by Mendelson. No Public Comment, no amendments. **Motion passed** by vote of 6-0 by all present (O'Connell, Pearce stepped away temporarily during the vote.)

3. Financial Statement, Portland Fish Pier. Statement produced by the Portland Finance Department, Toyona Mitchell, and presented by Waterfront Coordinator, Bill Needelman.

4. Facilities Report. Phil DiPierro, Project Manager presented an update of recent work on the Portland Fish Pier.

5. Portland Fish Exchange update –Robert Vanmeter, PFX Exchange Manager

The Exchange Manager presented landings report as attached in the packet.

6. Portland Fish Exchange, Auction software update, BASE Pilot project update –Robert Vanmeter, PFX Exchange Manager, Bill Needelman, Waterfront Coordinator

Mr. Vanmeter informed the Board that a test would be provided for bidders next week and that the pilot would go live soon there after.

A consensus of the Board agreed with Mr. Odlin that in parallel, the Board should explore options for developing a replacement for the existing auction software.

Motion: by Odlin, 2nd by Alfiero.

Identify up to 3 software development companies to view our current system and our auction process so they can give informal pricing and time frames feedback (on developing replacement auction software) to be communicated at the next available meeting of the Board of Directors

No Public Comment, no amendments. **Motion passed** by vote of 8-0 by all present.

Needelman will work with City staff and Exchange staff to implement.

7. Update on City of Portland Storm Water and Sewer project with associated discussion on impacts to vacant lots. Needelman noted that the item will return for the November meeting.

8. Board Discussion on items not on the Agenda Needelman will poll the board on start times for

the November 21 meeting. Mr. Odlin suggested circulating past minutes to Board members.

9. Executive Session to discuss potential extension of Lot 10 ground lease

Motion: by O'Connell, 2nd by Arnold.

Consistent with Exec Session statute--1 MRS 405(6)(C) & (E) the Board may go into Executive Session to discuss potential extension of the ground lease for Lot 10

*No Public Comment, no amendments. **Motion passed** by vote of 8-0 by all present.*

The Board received executive session material by email under confidential cover.

10. Adjournment *The Meeting adjourned after leaving executive session*

Attachments provided for the meeting packet

- Draft Meeting Minutes, *September 19, 2024*
- Financial Statement
- Facilities Report
- PFX Management/Financial Report for October, 2024
- Executive Session material under confidential cover.