

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
August 20, 2026, 2:00 PM

PFPA Board Members

Class A Directors: Groundfish Harvester or Representative

Mary Hudson, MCFA
Tracy Pearce, Vice President

Class B Directors: Groundfish Buyers

Mike Alfiero, Harbor Fish
William Ray, Free Range Fish

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

Rob Odlin, Representing the Lobster Industry, President
Matthew Moretti, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large

John Arnold, Secretary

Class E Director: Representing the City Council

Wesley Pelletier, District 2

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
Representing the Portland City Manager
Brendan O'Connell, Finance Director, Treasurer

*****Meeting Link*****

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/85405600146?pwd=baaiabcbqCwNhDORC1n9Dv5Dudcp7j.1>

Panelists will receive their own unique link via email on the day of the meeting.

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 Portland Fish Pier Authority 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 name of the agenda item (see below).

1. **Approval of July 16, 2026 Meeting Minutes**
 - a. See attached Meeting Minutes from July 16, 2026.
2. **Financial Update**
 - a. See attached Financial Update for August 2026
3. **Facilities Update**
 - a. A facilities update will be provided verbally.
4. **Discussion and vote on request from Marine Trade Center, LLC.**

- a. **Note:** Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to review proprietary confidential information associated with this lease.

5. Portland Fish Exchange Subcommittee Update - Chair of Subcommittee, Matt Moretti

- a. See attached Portland Fish Exchange Manager's Report for August 2026
- b. Discuss and vote on recommendation from Portland Fish Exchange Subcommittee to lower the Annual Seller Representative Fee to \$250 for vessels/captains selling their own fish for a one-year trial period.
- c. Discuss and vote on recommendation by Portland Fish Exchange Subcommittee to adjust the scratch fee to 32 cents to match the combined seller/buyer fee.

6. Discussion and update on Board Retreat with possible vote to allocate funds to support a Facilitator.

- a. See attached Facilitation Summary

7. Staff Update - Heather Moretti, Waterfront Coordinator

- a. Service Pier 1 & 3 Update

8. Other items not on the agenda.

9. Next Regular Meeting Date: September 17, 2026

10. Adjournment

DRAFT Meeting Minutes

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS SPECIAL MEETING
July 16, 2026, 3:00 PM

Remote Meeting Format on the Zoom Platform

PFPA Board Members Present

Class A Directors: Groundfish Harvester or Representative

Mary Hudson

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

Rob Odlin, representing the Seafood Industry

Matthew Morretti, representing the Aquaculture Industry

Class D Director: Representing the Public

John Arnold

Class E Director: Representing the City Council

Wesley Pelletier

Ex-officio Members of the Board of Directors:

Meredith Mendelson, representing the the Commission of Maine DMR

Brendan O'Connell, representing the Portland City Manager

PFPA Board Members Unable to Attend

Class A Director: Tracy Pearce, representing Groundfish Harvesters

Class B Director: Mike Alfiero, representing Groundfish Buyers

One vacant position

Ex-officio Members of the Board of Directors:

Chris Mayo, representing the Commissioner of the Maine DOT

Staff Present

Philip DiPierro, Facilities Manager

Kaela Gonzalez, Program Coordinator

Heather Moretti, Waterfront Coordinator

Avery Novak, Associate Corporation Counsel

Robert Vanmeter, Exchange Manager

Public

There were approximately three (3) members of the public present.

1. Approval of Meeting Minutes.

a) **Motion** to approve the Special Meeting Minutes from June 11, 2026.

Mendelsen, 2nd Arnold

No Public Comment

Approved 5-0-1 (Mendelson abstained, Pelletier not present at time of vote)

b) Motion to approve the Special Meeting Minutes from June 18, 2026.

Arnold, 2nd Mendelson

No Public Comment

Approved 5-0-1 (Mendelson abstained, Pelletier not present at time of vote)

c) Motion to approve the Meeting Minutes from June 18, 2026.

Arnold, 2nd Moretti

No Public Comment

Approved 6-0 (Pelletier not present at time of vote)

d) Motion to approve the Special Meeting Minutes from July 1, 2026.

Mendelson, 2nd Moretti

No Public Comment

Approved 5-1 (Pelletier not present at time of vote)

2. Financial Update.

Gonzalez provided a statement for the end of FY26 (as of June 30, 2026). Revenue ended slightly above the estimated budget at \$778,000. While expenditures exceeded the budget, the year ended with a surplus of \$121,476.

3. Facilities Update.

DiPierro provided an update on facilities. The shore power upgrade project is approximately 85% complete. City staff is working with a roofing contractor to inspect and clean the fish exchange roof. The fiber optic line that will be used for security cameras is in the process of being scheduled for installation and the front steps to the Fish Exchange building have been fixed. Ongoing repairs are on piles, whalers, and chawks.

4. Portland Fish Exchange Subcommittee Update.

Moretti provided a brief overview of the highlights from the June 9th Fish Exchange Subcommittee meeting.

Hudson and Vanmeter provided an update on landing salmon at the Exchange, which will begin mid-August.

5. Discussion and vote on deficit payment request from the Portland Fish Exchange.

Vanmeter requested funding to cover the FY27 budget deficit of \$158,169 and \$50,000 to re-establish a cash reserve, which will stabilize the Exchange's position, as current funds are heavily tied to the \$250,000 line of credit. Discussion occurred regarding moving the Fish Exchange onto the city's financial system (Munis) for better efficiency. Members from the City's Finance team are scheduled to visit the Exchange to review accounting controls.

Motion to provide the funding in the amount of \$158,169 and a \$50,000 cash reserve to the Portland Fish Exchange.

Mendelson, 2nd Hudson

No Public Comment

Approved 6-0-1 (Odlin abstained)

6. Discussion findings from second opinion on Service Pier 1 Structural Assessment.

Dan Bannon from SGH presented the findings of a second opinion structural assessment of Service Pier 1. SGH confirmed previous findings by Tech Associates (February 2026) regarding widespread, advanced deterioration of the steel substructure, including significant section loss in piles and bracing. It was noted that the structures, built in the early 1980s, are nearing the end of their intended service life. While the structures are significantly compromised, SGH suggests that a "mostly operational" (Category 2) state might be achievable without immediate structural repairs. This would require specific operational restrictions, such as: limiting vessel size and mooring conditions; restricting berthing locations (e.g., berthing alongside the seawall instead of the pier); and implementing strict management and enforcement regarding environmental conditions (e.g., wind speed limits). To pursue higher operational capacity, SGH recommended a detailed structural analysis, routine inspections, and steel grade testing.

Board members and tenant Mike Foster discussed structural risk and revenue loss. The Board is seeking a path that allows for continued use while managing liability. City staff are tasked with synthesizing options (repair vs. rebuild vs. operational changes), reviewing lease obligations, and consulting with IT/staff on monitoring requirements before the Board makes a final decision.

7. Discussion and update on construction at the Fish Pier and option to remove service road.

City Public Works crews are currently working in the Fish Pier parking lot to install stormwater drains. They offered to permanently remove the adjacent secondary service/access road instead of re-paving. Benefits to removal include revenue potential by increasing useable lease area; however current tenants argue that the service road prevents traffic congestion and provides large trucks easier access. Heather Moretti will follow up and check to see if the City has traffic data, and it was also suggested to see if there is any commercial interest in that area with a Request for Information.

8. Discussion on responding to illegal/unauthorized vessel berthing at Fish Pier.

The Board discussed the lack of clear, standard policy for handling unauthorized, abandoned, or illegally berthed vessels at the pier. City staff will investigate how other harbors address these situations. It was also noted that the City may want to seek advice from a maritime attorney.

9. Discussion on Board Meeting time.

City Staff were directed to conduct a poll to determine the availability of Board Members to find a day/time that suits the majority for future meetings.

10. Other items not on the agenda.

11. Next Regular Meeting Date: August 20, 2026

12. Adjournment

Arnold, 2nd Hudson

The meeting was adjourned at approximately 5:10 p.m.

Attachments included in the meeting packet:

Draft Meeting Minutes from June 11, 2026
Draft Special Meeting Minutes from June 18, 2026
Draft Meeting Minutes from June 18, 2026
Draft Special Meeting Minutes from July 1, 2026
PFPA July Financial Update
July Facilities Update
July Portland Fish Exchange Managers Report
Portland Fish Exchange Deficit Request
SGH Service Pier Assessment

Fish Pier Authority
FY26 Budget Status
As of August 13 2026

	FY27 Budget	YTD	Balance	%	FY26 YTD	FY27 vs. FY26	%
Revenue:							
<i>Miscellaneous</i>	5,275	1,673	3,602	31.7%	410	1,263	308.1%
<i>Berthing</i>	6,888	5,096	1,792	74.0%	5,096	0	0.0%
<i>Parking</i>	518,637	89,602	429,035	17.3%	100,573	(10,971)	-10.9%
<i>Ground Rent (Leases)</i>	243,556	30,120	213,437	12.4%	37,672	(7,552)	-20.0%
<i>Interest Income</i>		74,670			14,425	60,245	417.6%
Total Revenue	774,356	201,161	573,195	26.0%	158,177	42,985	27.2%
Expenditures:							
<i>Admin. and Maint. Service</i>	93,733	0	93,733	0.0%	6,129	(6,129)	-100.0%
<i>Travel/Training/Meetings</i>	1,500	0	1,500	0.0%	0	0	0.0%
<i>Contractual Services</i>	30,263	0	30,263	0.0%	2,781	(2,781)	-100.0%
<i>Engineering Services</i>	30,000	2,100	27,900	7.0%	0	2,100	#DIV/0!
<i>Printing/Copying</i>	1,500	274	1,226	18.3%	0	274	#DIV/0!
<i>Equipment Repair</i>	12,000	2,100	9,900	17.5%	2,495	(395)	-15.8%
<i>Land/Pier/Building Repair</i>	250,000	15,950	234,050	6.4%	0	15,950	#DIV/0!
<i>Insurance</i>	15,120	0	15,120	0.0%	0	0	#DIV/0!
<i>Supplies</i>	13,500	4,168	9,332	30.9%	277	3,891	1406.9%
<i>Electricity</i>	15,000	867	14,133	5.8%	1,857	(990)	-53.3%
<i>Gas Service</i>		0		#DIV/0!	460	(460)	-100.0%
<i>Debt Service</i>	9,372	0	9,372	0.0%	0	0	#DIV/0!
<i>Contributions</i>		208,169	(265,000)	100.0%	250,000	(41,831)	-16.7%
Total Expenditures	471,988	233,628	181,529	49.5%	263,998	(30,370)	-11.5%
Net Revenues Over(Under) Expenditures	302,368	(32,467)	334,835		(105,822)	73,355	-69.3%



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
-

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.

**Portland Fish Pier Authority
Board Retreat 2026
Facilitation Summary**

This document describes the options for Facilitation of the Fall 2026 PFPA Board Retreat. Descriptions and quotes from all potential facilitators are included below.

1. Craig Freshley, [Good Group Decisions](#)
 - a. Summary of approach:
 - i. Inclusive, Efficient Facilitation; utilizing multiple techniques
 1. Four Essential Functions: Provide structure; Reflect the group; Encourage Participate; Move the group forward
 - ii. Themes and Conclusions on the Spot
 - iii. Highlight Report: summarizing themes, conclusions, and agreements captured in the meeting
 - b. Quote: \$2600 for 4-hr facilitation with preparation and Highlight Notes; plus \$100 RT to Portland; any additional work \$280/hr
2. Leo Waterston, [Waterston Coaching & Consulting](#)
 - a. Summary of approach:
 - i. Welcome & Grounding
 - ii. Board 101: Roles, Responsibilities & Governance
 - iii. Values in Action
 - iv. Strategic Horizon: Looking Ahead
 - v. Commitments & Next Steps
 - b. Quote: \$4500 for half-day facilitation (4 hr) plus pre-retreat planning, design & prep, and post-retreat summary & deliverables



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Janet T. Mills
GOVERNOR

Dale F. Doughty
COMMISSIONER

NOTICE OF AWARD RECIPIENTS

August 12th, 2026

SUBJECT: Notice of Recipients of Conditional Awards for the Maine Public Working Waterfront Infrastructure Fund

Dear Applicant:

Thank you for applying to the Maine Public Working Waterfront Infrastructure Fund issued by the Maine Department of Transportation (MaineDOT). We are pleased to announce that the review committee has conditionally approved full funding for the projects listed below. These grants are being funded by two different sources of funding from the National Oceanic and Atmospheric Administration (NOAA), with \$7 million coming from the Resilient Maine Climate Resilience Regional Challenge (CRRC) and \$8.65 million coming from storm damage relief funding from FY24 Commerce, Justice, Science, and Related Agencies (CJS) appropriations legislation. MaineDOT will be managing the projects funded from the CRRC funding and the Maine Coastal Program (MCP) will be managing the projects funded by the FY24 CJS storm damage relief funding.

<u>Entity</u>	<u>Award Amount</u>	<u>Funding Source</u>
1. Town of Chebeague Island	\$2,000,000	CRRC
2. Town of Friendship	\$652,338	CRRC
3. Town of Islesboro	\$219,111.56	CRRC
4. City of Portland (#1)	\$1,632,316.83	CRRC
5. City of Portland (#2)	\$1,632,316.83	CRRC
6. Town of Yarmouth	\$855,000	CRRC
7. Monhegan Plantation	\$2,000,000	FY24 CJS
8. Sipayik – Pleasant Point Passamaquoddy Reservation	\$75,000	FY24 CJS
9. Town of Boothbay (#2)	\$302,575	FY24 CJS
10. Town of Brooksville	\$1,018,185	FY24 CJS
11. Town of Cranberry Isles	\$75,000	FY24 CJS
12. Town of Milbridge	\$75,000	FY24 CJS
13. Town of Rockport	\$2,000,000	FY24 CJS
14. Town of Searsport	\$608,950	FY24 CJS
15. Town of Southwest Harbor	\$1,586,500	FY24 CJS
16. Town of Thomaston (#2)	\$105,500	FY24 CJS

17. Town of Tremont	\$195,831	FY24 CJS
18. Town of Winter Harbor	\$75,000	FY24 CJS

These grants are federally funded through NOAA's Office for Coastal Management (OCM) and NOAA's National Marine Fisheries Service (NMFS). Therefore, these projects must comply with all federal guidelines established by OCM and NMFS, including the National Environmental Policy Act (NEPA) and Environmental Compliance before a contract with the State of Maine can be established. Your award has been conditionally approved but cannot start until NOAA completes an environmental compliance review and releases the funds for these projects.

For the NOAA CRRC funded projects your grant manager will be Sierra Millay, MaineDOT (Adaptation.DOT@maine.gov). For the FY24 CJS funded projects, your grant manager will be Harriet Booth, MCP (harriet.booth@maine.gov). You will be hearing from your grant manager soon if you need to provide additional details for the environmental compliance review. We are providing NOAA OCM and NMFS with the required information for a timely review. However, the review process time is unpredictable and can take up to several months.

Once the review process has been completed, entities will receive official award letters and grant agreements. Please note that your project start date will be the date of full execution of the contract by the State of Maine; do not undertake any grant-funded activities until we notify you of the start date. We cannot reimburse you for any work that occurs before the start date of the contract. Your grant manager moving forward will work with you to execute your grant agreement once the funds are released by NOAA.

Congratulations on your successful grant proposal! We look forward to working with you. Please contact your grant manager if you have any questions in the meantime.

Sincerely,



Joyce Noel Taylor, P.E.
Deputy Commissioner
Maine Department of Transportation

Interim Plan for Service Pier 1 Aug 2026

Background:

Service Pier 1, the primary pier utilized by Vessel Services to provide fuel, water, and ice to customers, was closed to vessel traffic at the start of summer 2026 due to feedback from engineer partners TEC's assessment. A secondary opinion was sought by the PFPA Board, and completed by SGH, who concluded that repairs would be needed to restore Service Pier 1, and provided recommendations for doing so. Below are the possible actions to be considered.

Option 1: Extend Hose/Lines

- Estimated cost: fuel hose extension, opportunity cost to Vessel Services of closing end of pier to vehicular traffic while vessel tied up and fueling
- Time: short-term, operational in a week

Option 2: Make Service Pier 3 Primary

- Estimated cost: opportunity cost to berthing slip owner who must relocate vessels for the season, increasing exposure to weather on other side of Fish Pier
- Time: short-term, operational in a week

Option 3: Repairs to Service Pier 1 to Restore Use, provided by engineer consultant SGH

Mr. Phil DiPierro
Project 260900

- 12 -

9 July 2026

Table 2 – Summary of Recommended Actions

Recommended Action	ROM Cost	Time Required to Implement	Target Operational Capability	Relatively Likelihood of Achieving Target	ROM Lifespan
Detailed Structural Analysis	\$20-30k	One to two months	Category 2 – Mostly Operational	Medium / High	Two years from last inspection
Steel Grade Determination	\$10k	One to two months	Category 2 – Mostly Operational	Low / Medium	Two years from last inspection
Routine Inspection (and Updates to Structural Analysis)	\$20-40k	One to two months	N/A	N/A	Two years
Structural Repairs	\$100-150k	Six to twelve months	Category 2 – Mostly Operational	High	Five years
Structural Rehabilitation	\$0.5-1.5M	One to two years	Category 2 – Fully Operational	High	Twenty years

- Estimated cost: \$10K - \$150k (City)
- Time: medium-term, ready for next season (2027 spring/summer)

Master Plan

Rebuild Service Pier 1 then Service Pier 3, with funds awarded by MDOT Working Waterfront Infrastructure Fund (to be completed by 2029)

Timeline:

- Formally accept grant (City) and complete site visit (MDOT)
- Put out RFP for engineer to design and rebuild Service Pier 1: Fall 2026
- Select firm, approval by Board and City: 4-6 weeks
- Consultant design and construction docs: 4-6 weeks
- NRPA Permit by rule: 4-6 weeks
- Portland Board of Harbor Commissioners Marine Construction Permit: 4-6 weeks
- Construction window: Dec - April
- TEC previously estimated 10-16 weeks of work for each service pier
- Completion window: April - July 2027