

**Eastport Port Authority
November Meeting Minutes
11/17/2014**

Present: Dean Pike Larry Post Staff: Chris Gardner
 John Sullivan Jett Peterson Natalie Brown
 Hollis Ferguson Mary Repole

Public: Edward French, Al Day, Peter Repole

1. **Call to Order:** 5:00

2. **Adjustments:** None

3. **Minutes:**

**Motion to accept the October minutes.
Peacock/Repole/Pass unanimous**

4. **Financials:**

**Motion to accept the October financials.
Pike/Repole/Pass unanimous**

5. **Director's Report:**

Gardner read his prepared report:

As we reach the end of the year we are preparing for the winter months ahead. All the floats are in and accounted for and all other equipment storage matters are taken care of.

For the boards information, I have been asked to represent the Port of Eastport on a panel discussion being held at the annual MDOT/MBTA transportation conference in Augusta on December 4th. The panel is a Maine three port discussion and it will give us tremendous exposure to related parties throughout the state.

Also as an FYI I attended the November 12th meeting of the City Council at their request and offered a Port update and opportunity for questions.

Estes Head/FMT/TBI Report:

As the board is aware we have signed a contract extension with FMT that runs through the end of 2015. The terms of such remain essentially static under our current agreement. This one year extension is a deviation from the planned 5 year extension that was deemed necessary due to the shipping volume uncertainties that made a 5 year agreement unreachable at this time. It is our hope that next year we can in fact find terms that allow us to extend through the end of the 2019 option that FMT currently enjoys.

*As the board is aware, we have been undertaking some initial discussions on road/rail improvements to the island with several stakeholders. Initially we are working with the City, the Passamaquoddy Tribe and the Town of Perry officials to see what long term improvements to transportation can be made to help facilitate further growth at the Port while at the same time being sensitive to the wants and needs of our other community partners. So far the Maine Department of Transportation is very receptive to this approach and we are getting interest as well from our federal representation. We are submitting these ideas to US Federal Highway as part of their planning process simply to get the ideas on the proverbial radar screen for upcoming projects. There are some initial studies that will assist in that regard that we should look to procure and will need be discussed. **For Discussion***

The new road project is progressing at the port as test borings have been completed. We understand that this is most likely the last part of the process that will occur before the winter months and as such activity will return in the spring.

Wood chips remain moving forward at a slow but steady pace. As discussed previously we recognize the want for more immediate action but all we can say at this time is that we remain pleased with the progress and direction of the initiative. We can give a more detailed update in executive session if necessary. **Executive Session**

We are still hopeful for salt import potentials and as such we have been getting the conveyor system prepped for an inbound cargo which is slightly different from all of our original plans. As such we have constructed the necessary additions to execute imports. Primarily it is in the form of a hopper for the top of the C2 conveyor. Also in relation FMT positioned the shiploader to C2 for the first time to prepare and train for this potential cargo. In that process we found a couple of issues with the machine that are usual "bugs" that one may expect from an initial run of a piece of equipment of the size and nature as the shiploader. We have been in touch with Aumund, the unit manufacturer, to get these issues addressed. All in all we were glad to get some initial training underway for this unit.

We have reach conclusion with Rubb on building repairs after some initial confusion on the planned remedies. At time of report Rubb was on site finishing repairs and we hoped to have final signoff this week.

Tug Boat Operations

We have reached agreement for sale on the Captain Mackintire for a price of 20K without the new generator on board which is valued at approximately 5K. As part of sale we will need to deliver it to Belfast but that is done with full cost reimbursement so it does not affect the 20K sale price. As soon as weather and time permits we will get the vessel moved and the sale executed.

Cruise Ships

At the current time the only matter on tap for the cruise side of the house is the anticipation of going to Cruise Miami in February .

Breakwater/Fish Pier

The Breakwater project was due to go out on November 12th but a last minute permit review by MARAD delayed that yet again. All of the work needed and necessary at both the local and state level is complete and it is at the federal level that we await final approval for bid placement. At this time we expect a December date for bid advertisement.

We are paying all final bills on project design and engineering as we reach the close of the year. We have approximately 210K that was left to pay. We have already issued a 155K payment that took care of the majority and we are planning the final payment at the end of the year. By meeting time I will have the total paid to date on the repair and design for the boards final information.

Coast Guard

The USCG and GSA have followed up with us and it was found that an issue on their end caused a pause in the fuel system design work that we had been anticipating. After finding this they have re-engaged us to see the design work to incorporate the system into the new Breakwater build. We have reconfirmed with Child's Engineering a cost of approximately 32K to complete this work and that number has been given to GSA to contractually provide to undertake the work. With those agreements signed the work will be commencing. Again it must be stated that this is not a Port Authority project by any means, this is a federal project that they are undertaking thus the reason that all costs associated with it must be covered by them.

We will be undertaking some security repair and upgrades at the station due to the aging portions of the buildings lock systems. In essence the 10 year old key pads on the building are failing due primarily to their proximity to the salt water. In this repair we will look to account for this for extended life while considering that 10 years was not all that poor of a performance. Also being undertaken will be a redesign of the front gate lock which has effectively never worked due to its poor design. We will be getting quotes from security firms on this work to competitively award the project.

Office Project

We are hopeful that move in date to the new building will be on or about the 1st of December and as such the Eastport Port Authority may be holding its last meeting in our current location. In relation to that we will be looking for direction from the board as to how we proceed in repurposing this building. There has been some discussion about making it available to the city

but knowing that is not a proposal fully embraced by all parties we will seek guidance on how to proceed.

We are continuing our discussions with GSA and CBP on their space and have offered a floor plan redesign for their review that was based upon some of their requests and suggestions.

On November 24th We will be attending a zoning board meeting to address the size of our signage as it has been found to be in need of a variance due to its size. The current sign on the new building is the sign that had been up on this building for several years now and we inadvertently figured it would be ok on the new building but have found that may not be the case. The board may recall that we went with the size of the current sign initially to account for the fact that transient boaters and other outside harbor users could not necessarily "find" our office due to its remote location and the large sign was to allow them to see us upon approach from the water. We would maintain that its usefulness and necessity in that regard remains the same in the current location and will seek a variance as such.

**Motion to accept the Director's Report.
Repole/Peacock/Pass unanimous**

6. FMT Report:

Day thanked the Board for the one year extension. He reported there will be 2 or 3 ships for November and December. It looks as though the tonnage for the year will hit 260-270,000 tons. FMT is working on wood pulp imports. Peacock reported a eucalyptus pulp import to southern ports on the Kilimanjaro next time she comes back to the US.

**Motion to accept FMT Report.
Pike/Peacock/Pass unanimous**

7. Open Forum:

Pike asked if an open house would be planned once the building was completed. Yes.

Pike confirmed that there would be a Harbor meeting once the Breakwater bids. Once the bids are in a Harbor meeting will be called immediately.

8. Executive Session:

None

**Motion to adjourn 6:04 PM.
Sullivan/Peacock/Pass unanimous**