

Minutes
Portland Development Corporation Meeting
Remote Zoom Meeting
Held on May 21, 2026

A remote meeting, via Zoom, of the Portland Development Corporation (PDC) Board of Directors was held at 4:00 p.m. on Thursday, May 21, 2026. Present from the Board of Directors were Board President Kierston Van Soest and Directors Jonathan Berg, Matthew Buonopane, Councilor Ben Grant, Nathan Henry, Scott Kleiman, and Tuck O'Brien. Board Directors Sam Dargan, Assistant City Manager Dena Libner, Beverly Werber, and Nikki Yanok could not be present. Present from City staff were Associate Corporation Counsel Avery Novak, Program Coordinator Kaela Gonzalez, Business Programs Manager Nancy Martin, and Principal Administrative Officer Lori Paulette. City underwriter David McLaughlin was also present.

Item #1: President's comments.

Board President Van Soest opened the meeting at approximately 4:00 p.m.

Item #2: Review and accept Minutes of December 18, 2025 and April 16, 2026

On a motion by Mr. Berg and seconded by Mr. O'Brien, the Board voted 4-0-2 (Mr. Buonopane and Mr. Henry abstained) to approve the meeting minutes of April 16, 2026. Mr. Kleiman was not present for this vote.

On a motion by Mr. Buonopane and seconded by Mr. Berg, the Board voted 4-0-3 (Councilor Grant, Mr. Henry, and Mr. O'Brien abstained) to approve the meeting minutes of December 18, 2025.

Item #3: Communication regarding budget modification for 89 Elm Street
Brownfields RFL loan.

Ms. Martin informed the Board of an administrative change to the Brownfields loan for 89 Elm Street, switching the eligible activity from engineered cover systems and concrete

sidewalks to soil disposal. This change is permissible under the Brownfist program and will streamline the reimbursement process.

Item #4: Review and vote on Interest-free Storefront Loan Application for \$20,000 from SPACE Gallery, 538 Congress Street.

Ms. Martin presented the application for the \$20,000 interest-free loan for the non-profit SPACE Gallery. Executive Director Kelsey Halliday Johnson detailed plans to use the funds primarily for a fresh coat of paint on trim and windows, as well as new signage and lighting to improve staff and public safety on Congress Street. Discussion included future aspirations for a significant façade project to remove the current entry inlets to improve visibility and address issues with people sleeping in the entryways.

On a motion made by Mr. Henry and seconded by Mr. Kleiman, the Board voted 7-0 to approve the \$20,000 interest-free storefront loan to SPACE Gallery.

Item #5: Review and vote on Business Continuity Loan Application for Sam's Rideshare LLC, 219 Brackett Street.

Ms. Martin introduced the first application for the new loan program, which was designed to assist Portland businesses recovering from challenges such as decreased tourism, weather events, and tariffs. Applicant Sam Rafferty requested approximately \$9,000 to refinance existing business debt, citing decreased revenue due to Canadian tariffs.

On a motion made by Mr. Berg and seconded by Mr. O'Brien, the Board voted 7-0 to enter into executive session pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A, to review proprietary confidential information associated with this loan application at approximately 4:23 p.m. The Board returned to public session at approximately 4:46 p.m.

On a motion made by Mr. Henry and seconded by Mr. Berg, the Board voted 0-7 to decline the request for a Business Continuity Loan for Sam's Rideshare LLC, as the Board concluded it did not meet the criteria of the program guidelines.

Item #6: Treasurer's Report- April 2026.

The delinquency report was discussed in executive session, and Ms. Paulette reported 42 loans on the scheduled loans receivable (over \$4 million) and noted \$1.7 million in available non-Brownfields cash management funds.

Item #7: Other Items to be discussed/brought up by Board Directors.

Ms. Martin announced a free Brownfields workshop on May 28th and 29th to discuss Portland's Brownfields strategy and challenges in securing post-Bipartisan Infrastructure Law (BIL) funding, and mentioned the Build Maine conference on June 2nd and 3rd. Downtown Activation work is ongoing, with 14 installations of artwork in vacant storefront windows in the Downtown Pedestrian Activities District. A discussion was held regarding how to improve outreach for the loan programs. Councilor Grant suggested leveraging downtown ambassadors to hand out flyers to businesses, an idea Ms. Martin agreed to follow up on.

Item #8: Next regular meeting date: June 18, 2026.

There being no further business, on a motion made by Mr. Kleiman and seconded by Mr. Henry, the Board voted 7-0 to adjourn at approximately 4:56 p.m.

Respectfully, Kaela Gonzalez