CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF June 26, 2025
56 Commercial Street, Portland, ME

In Person/Video Conference/Phone

*Video of entire meeting is available online

Attendance

Directors:

	Webex	In Person	Phone	Absent
Lavanture (Pres)		X		
Donovan (1st VP)		X		
Pizey (2nd VP)	X			
Hoffman (Treasurer)	X			
Luedke (Clerk)		X		
Higgins (Asst. Clrk)	X			
Cooper				X
Belesca	X			
Cohen		X		
Crowley	X			
Murray		X		
Geary	X			

Staff:

	Webex	In Person	Phone	Absent
C. Gildart		X		
Mavodones		X		
Bowie		X		
Bryand		X		

Public:

	Webex	In Person	Phone	Absent
Lynn Heineman	X			
Ross Sneyd		X		
Margaret Kelsey			X	
Call in user 2			X	

1. Call to Order
    a. President Lavanture called the meeting to order at 7:46 AM.
    b. It was noted the meeting is being recorded
2. Approval of Minutes
    a. Lavanture moved approval of the meeting minutes for May 9, 2025, May 16, 2025, and May 29, 2025. Donovan Seconded. There was no public comment. The vote was 10 in favor and 1 abstention (Cohen).
3. Old Business

4. New Business
    a. Adoption of Federal Transit Administrations (FTA) FY2025 Certifications and Assurances
        i. Lavanture moved the Board resolve that CBITD (i) comply with all requirements of, and (ii) confirm and adopt all necessary policies and provisions required to satisfy, all applicable Federal Transit Administration rules and regulations necessary to enable the District to sign and submit the Federal FY 2025 Certifications and Assurances for FTA assistance, including but not limited to those listed in Appendices A and B that were included in the Board package distributed prior to this meeting, and to authorize the General Manager as the company's Authorized Representative to sign and submit the Certifications and Assurances to the FTA immediately, without waiting for preparation or approval of the Minutes of this meeting. Murray seconded. There was no Director comment. There was no public comment. The vote was unanimous of those present.
5. General Information Reports
    a. Committee Reports
        i. Operations Committee report from Donovan – Staff presented regular monthly report and Donovan added that he felt that there was nothing that needed to be escalated to the Board from the report. Major discussion is around winter schedule and efficiency changes. Staff memo has been distributed to Committee and the Board. Tentative schedule is to have first workshop at July Operations Committee. There was vessel advisory committee meeting and discussions were around lifetime operating expenses, capital expenses, different propulsion options, sustainability and operability.
        ii. Higgins commended the Operations Committee on the schedule discussion.
        iii. Finance Committee report from Hoffman – Finance Committee has been working for months on the new vehicle fares which were implemented on June 21st. In July, Finance Committee will talk about a more comprehensive restructuring of commercial rates and are looking to work closely with staff.
        iv. Lavanture spoke to PUC procedural order on vehicle fares.
    b. Staff Report – Mavodones highlighted Battery Steele is further delayed but progress is being made. Vehicle fare implementation has gone fairly well and staff is doing a good job keeping an eye on the policies.
        i. Public comment on staff report: M. Kelsey – with respect to vehicle rate change, would like to thank Steve and staff. She has put together an

online vehicle tabulator tool. THE PUC request is lengthy and thinks it is quite different from last year.

ii. Geary – noted he was going to Senesco Marine today and would be happy to check on Battery Steele. They (Maine State Ferry) have had significant delays on their vessel and expect delivery in July.

6. Audit Corrective Action Plan – Bowie noted there was only one item carried forward that has to do with reconciliation and things are going well on that front.
7. General Announcements
    a. Election Announcement

Casco Bay Island Transit District will hold a regular election on Tuesday, November 4, 2025 for the purpose of effecting the election of the following officers:

One Director, representing Islands at Large (3 year seat)
One Director, representing Peaks Island (3 year seat)
One Director, representing Cliff Island (3 year seat)
Papers will be available to be taken out on Monday, June 30th by contacting Caity Gildart or Nick Mavodones. Papers will be due back by Monday, July 21st.

    b. Established next meeting dates
    c. Personnel Committee- Lavanture noted with respect to GM search, Pro Search is doing initial screening and assuming those are successful, those candidates will be forwarded to Personnel Committee per interview plan. Donovan noted search is not going along as rapidly as we would have hoped for. Lavanture anticipates a Personnel Committee in the month of July.

8. Public comment on items not on the agendas
    a. Kelsey – requested that the WebEx feature that creates a transcript be used, stating she felt it would make it easier for people to read through instead of listening to meetings. Spoke with person who claimed to have applied for the GM position and hadn't heard back. Lavanture recommends candidate reach out directly to Pro Search.
9. No Directors comment on items not on the agenda
10. Murray moved to adjourn the meeting; Donovan seconded. The vote was unanimous of those present.

Respectfully submitted by: ______________________

James Luedke, Clerk