

**Casco Bay Island Transit District
Board of Directors Meeting Agenda*
Thursday, April 28, 2022 at 7:45 AM**

This meeting will be an **in-person** meeting with remote participation option available

The public is invited to participate.

Video Conference Link and Call-in number are available at:

<https://www.cascobaylines.com/about-us/board/>

1. Call to Order
2. Approval of the March 24, 2022, meeting minutes
3. Business
 - a. Consideration and action to modify the Down Bay summer schedule
 - b. Consideration and action to adopt a Holiday schedule for Thanksgiving and Christmas
 - c. Executive Session
 - i. Discussion with Labor Consultant on collective bargaining pursuant to 1 M.R.S.A Section 405(6) (D)
4. Workshops
5. General Information Reports
 - a. Financial Report
 - b. Committee Reports
 - c. Staff Reports
 - d. Wharf and MDOT Reports
6. General Announcements
 - a. Establish next meeting dates (all meetings at 8:00AM unless indicated otherwise):

i. Executive Committee:	Thursday, May 5
ii. Operations Committee:	Thursday, May 19
iii. Finance Committee:	Wednesday, May 25
iv. Board of Directors:	Thursday, May 26
v. Sales & Marketing Committee:	No meeting planned
vi. Personnel Committee:	No meeting planned
vii. Government Relations Committee:	No meeting planned
viii. Pension Committee:	No meeting planned
7. Public Comment
8. Adjournment

Notes: *Agenda items may be taken out of order
*Public comment is limited to 3 minutes per person

Agenda Item 2

Approval of the minutes of the previous Board of Directors' meeting

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
March 24, 2022**

Video/Phone in only due to COVID-19

Directors on Conference: Anderson (left early), Braden, Crowley, Donovan, Higgins, Hoffman, Pizey, Radis, Wentworth
Directors absent: M. Murray
Staff on Conference: Greven, Berg, C. Gildart, Mavodones, Pottle, Bishop
Public on Conference: L. Heineman, F. Somers, J. Lavanture, J. James, J. Nord, B. Carter
Guests: P. Murray

1. Call to Order:

- A. *The Board meeting was called to order at 8:00 AM by President Braden*
- B. *It was noted that the meeting was being recorded*
- C. *President Braden asked Berg to do a roll call of who was attending the meeting, which he did.*

2. Approve the minutes of February 24 17, 2022 Board of Directors meeting

- A. *President Braden asked if there was a motion to approve the minutes.*
- B. *Crowley moved to approve the minutes included in the Board packet; Wentworth seconded.*
- C. *President Braden opened the floor to Board comments.*
- D. *Hoffman asked that her comments in section 3.A.5 of the minutes be changed because she did not speak against it. Wentworth asked for the same change for her comments.*
- E. *Berg said he would make the change.*
- F. *President Braden called for a roll call vote of minutes as amended*
- G. *Berg did a roll call vote. The motion passed unanimously (11-0)*

CBITD 40th Anniversary recognition (Taken out of order)

- A. *President Braden asked Berg to introduce the guest speaker*
- B. *Berg introduced Peter Murray as the founding partner of the law firm Murray, Plum and Murray who whose CBITD's legal counsel during the formation of the District*
- C. *Murray shared the story of the creation of CBITD and how it took over the assets of then privately owned bankrupt Casco Bay Lines on March 26, 1982*

3. Business

- A. Consideration and action to adopt the resolution authorizing the District's President and General Manager to apply, prepare, file, execute and approve draw down for grants (Postponed)
 - i. *This item was postponed until the April Board meeting*
- B. Consideration and action regarding changing the term of the monthly passes to be 30 days from the date of purchase effective May 1, 2022
 - i. *Berg gave an overview*
 - ii. *President Braden asked if there was a motion*
 - iii. *Hoffman made a motion to change the monthly passes to be 30 days from the date of purchase effective May 1, 2022 as presented in the Board packet; Anderson seconded*
 - iv. *President Braden opened the floor for public comments*
 - v. *There were no public comments*
 - vi. *President Braden opened the floor for Board comments*
 - 1. *Cohen shared her thoughts*
 - vii. *President Braden called for a roll call vote.*
 - viii. *Berg did a roll call vote. The motion passed unanimously (11-0)*
- C. Consideration and action regarding Peaks Island Residential Boarding
 - i. *Berg gave an overview and added that the hours of operation were recommended to be from 9:15 AM to 7:15 PM.*
 - ii. *President Braden shared his perspective and asked if there was a motion*
 - iii. *Crowley moved that the Board adopt the resolution(s) approving the annual Peaks Island Residential Boarding Policy for the summer and fall sailing schedules during the hours of 9:15AM and 7:15PM as recommended by the Operations Committee with a pass rate*

of \$10 as recommended by the Finance Committee effective the beginning of the 2022 summer sailing schedule. Radis seconded.

- iv. *President Braden opened the floor for Public comments*
 - 1. *Carter asked about public comment period and about shading. She was told that there was a public outreach for comments in the fall and public ops and finance meetings.*
- v. *President Braden opened the floor for Board comments*
 - 1. *Cohen shared her thoughts*
 - 2. *Crowley shared his thoughts*
 - 3. *Jean spoke in favor and reiterated that is was not a program of special treatments*
 - 4. *Anderson spoke in favor*
 - 5. *Pizey asked about the covering*
 - 6. *Cohen shared more of her thoughts*
- vi. *President Braden called for a roll call vote.*
 - 1. *Berg did a roll call vote. The motion passed unanimously (11-0)*

D. Executive Session

- i. Discussion with Labor Consultant on collective bargaining pursuant to 1 M.R.S.A Section 405(6) (D) TBD
 - 1. *Berg explained why this was moved to the April Board meeting*

4. Workshops

- A. There were no workshops

5. General Information Reports

A. Financial Report

- a) *Hoffman gave an update on the Finance Committee meeting and asked Greven to give the December financial report which he did*

B. Committee Reports

- a) *The Operations and Finance committees met in March but there was nothing to add to what had been previously discuss in the business items and the finance report.*

C. Staff Reports

- a) *Berg gave an update on PACTS and ARPA funding*
- b) *Pottle gave an update on the terminal renovation and new vessel projects*
- c) *Mavodones gave an update on the Maquoit dry-dock*

6. General Announcements

- A. Establish next meeting dates: (all meetings at 8:00 AM unless indicated otherwise)
 - i. Executive Committee: Thursday, April 7
 - ii. Operations Committee: Thursday, April 21
 - iii. Finance Committee: TBD
 - iv. Board of Directors: Thursday, April 28
 - v. Sales & Marketing Committee: No meeting planned
 - vi. Personnel Committee: No meeting planned
 - vii. Government Relations Committee: No meeting planned
 - viii. Pension Committee: No meeting planned

7. Public Comment

- A. *President Braden opened the floor for Public comments on items not on the agenda*
 - i) *There were no public comments*

8. Adjournment

- A. *Wentworth moved to adjourn the meeting; Crowley seconded.*
- B. *The motion passed unanimously (10-0, Anderson had left) and the meeting was adjourned*

Respectfully submitted by: _____
James Luedke, Clerk

Agenda Item 3a

**Consideration and action to modify
the Down Bay summer Schedule**

Agenda #3a
Vote on Summer Down Bay Schedule

Action: Act on resolutions approving the Down Bay Summer sailing schedule as presented

Motion: **I move that the Board adopt the resolutions approving the modified Down Bay summer sailing schedule as presented in the Board meeting packet.**

Resolved: That at its December 16, 2019 meeting, the District's Board of Directors approved a new Down Bay schedule

Resolved: That at its April 21, 2022 meeting, the District's Operations Committee approved recommending to the Board modifications to the approved 2019 Down Bay Schedule as presented in the Board packet based on feedback from CBL Captains, customers and Down Bay Directors.

Agenda Item 3A

Approved mods to approved DownBay schedule Dec 2019 with Chebeague/Cliff swap Feb 2020

Amended 04/20/2022

Down Bay KPFF Summer Schedule Amended 2022

Weekday Departure Times

Day of Week	Route	Name	Vessel	Crew Shift	Portland Departure	Little Diamond	Great Diamond	Diamond Cove	Long Island	Chebeague Island	Cliff Island	Chebeague Island	Long Island	Diamond Cove	Great Diamond	Little Diamond	Portland Arrival est.
M-F	Down Bay (DB)	Sunrise	W		5:00 AM	D	D		D	6:00	6:15		6:40		6:55	7:00	7:15
M-F	Inner Bay (IB)		A		5:30 AM								6:05	6:20			6:55
M-F	Down Bay (DB)		A		7:15 AM	D	D		D		8:20	8:35					9:20
M-F	Inner Bay (IB)		W		7:45 AM			8:25					8:40		8:55	9:00	9:15
M-F	Down Bay (DB)	Mailboat	M		8:00 AM	D	D	D	D	9:20	9:40		10:05	10:15	10:30	10:35	10:50
M-F	Down Bay (DB)	Mailboat	W		10:00 AM	D	D	D	D		11:25	11:40					12:25
M-F	Inner Bay (IB)		A		11:00 AM	D	D	11:40	12:00						12:15	12:20	12:35
M-F	Down Bay (DB)	Mailboat	M		12:00 PM	D	D	D	D		1:35	2:00	2:20				2:50
M-F	Inner Bay (IB)	Diamond Pass	W		1:00 PM	D	D	1:40					1:55		2:10	2:15	2:30
M-F	Inner Bay (IB)	Diamond Pass	W		3:00 PM	D	D	3:40					3:55		4:10	4:15	4:30
M-F	Down Bay (DB)	Mailboat	M		4:00 PM			D	D		5:40	6:05					6:50
M-F	Inner Bay (IB)	Diamond Pass	A		4:15 PM	D	D	4:50					5:05		5:20	5:25	5:40
M-F	Inner Bay (IB)	Diamond Pass	W		5:45 PM	D	D							6:25	6:40	6:45	7:00
M-F	Down Bay (DB)		A		6:00 PM				D		7:00	7:15	7:35	7:50	8:05	8:10	8:25
M-F	Inner Bay (IB)	Diamond Pass	W		7:45 PM	D	D	D					9:15	9:30	9:40	9:45	10:00
M-F	Down Bay (DB)		A		9:15 PM	D	D	D			10:25	10:35	10:55	11:05	11:20	11:25	11:40
F																	

Refer to www.cascobaylines.com for official schedule

Weekend & Holiday Departure Times

Day of Week	Route	Name	Vessel	Crew Shift	Portland Departure	Little Diamond	Great Diamond	Diamond Cove	Long Island	Chebeague Island	Cliff Island	Chebeague Island	Long Island	Diamond Cove	Great Diamond	Little Diamond	Portland Arrival est.
Sa & Su/H	Down Bay (DB)	Sunrise	W		5:00 AM	D	D		D	6:00	6:15		6:40		6:55	7:00	7:15
Sa & Su/H	Inner Bay (IB)		W		7:45 AM			8:25					8:40		8:55	9:00	9:15
Sa & Su/H	Down Bay (DB)	Mailboat	M		8:00 AM	D	D	D	D	9:20	9:40		10:05	10:15	10:30	10:35	10:50
Sa & Su/H	Down Bay (DB)	Mailboat	W		10:00 AM	D	D	D	D		11:25	11:40					12:25
Sa & Su/H	Inner Bay (IB)		A		11:00 AM	D	D	11:40	12:00						12:15	12:20	12:35
Sa & Su/H	Down Bay (DB)	Mailboat	M		12:00 PM	D	D	D	D		1:35	2:00	2:20				2:50
Sa & Su/H	Inner Bay (IB)	Diamond Pass	W		1:00 PM	D	D	1:40					1:55		2:10	2:15	2:30
Sa & Su/H	Inner Bay (IB)	Diamond Pass	W		3:00 PM	D	D	3:40					3:55		4:10	4:15	4:30
Sa & Su/H	Down Bay (DB)	Mailboat	M		4:00 PM			D	D		5:40	6:05					6:50
Sa & Su/H	Inner Bay (IB)	Diamond Pass	A		4:15 PM	D	D	4:50					5:05		5:20	5:25	5:40
Sa & Su/H	Inner Bay (IB)	Diamond Pass	W		5:45 PM	D	D							6:25	6:40	6:45	7:00
Sa & Su/H	Down Bay (DB)		A		6:00 PM				D		7:00	7:15	7:35	7:50	8:05	8:10	8:25
Sa & Su/H	Inner Bay (IB)	Diamond Pass	W		7:45 PM	D	D	D					9:15	9:30	9:40	9:45	10:00
Sa & Su/H	Down Bay (DB)		A		9:15 PM	D	D	D			10:25	10:35	10:55	11:05	11:20	11:25	11:40

Refer to www.cascobaylines.com for official schedule

Agenda Item 3b

**Consideration and action to adopt
a Holiday schedule for Thanksgiving and Christmas**

Agenda #3b
Vote on Thanksgiving and Christmas holiday sailing schedule

Action: Act on resolutions approving a Thanksgiving and Christmas holiday sailing schedule as presented

Motion: **I move that the Board adopt the resolutions approving the Thanksgiving and Christmas holiday sailing schedule as presented.**

Resolved: That at its December 16, 2019 meeting, the District's Board of Directors approved a new Down Bay schedule

Resolved: That at its April 21, 2022 meeting, the District's Operations Committee approved recommending to the Board a Thanksgiving and Christmas holiday sailing schedule as presented in the Board packet based on feedback from CBL Captains, customers and Down Bay Directors.

HOLIDAY SCHEDULE

Effective: 2022 (Thanksgiving, Christmas Eve, Christmas Day)

Chebeague Is / Cliff Island	Long Island	Diamond Cove	Great Diamond	Little Diamond	Peaks Island
Thanksgiving and Christmas Day	Thanksgiving and Christmas Day	Thanksgiving and Christmas Day	Thanksgiving and Christmas Day	Thanksgiving and Christmas Day	Thanksgiving and Christmas Eve & Day
Depart Portland	Depart Portland	Depart Portland	Depart Portland	Depart Portland	Depart Portland
AM 5:00	AM 5:00	AM 7:45	AM 5:00	AM 5:00	AM 5:45 cf
	7:45		7:45	7:45	6:45 cf
10:00		10:00	10:00	10:00	7:45 cf
PM 3:00	PM 10:00	PM 1:00	PM 1:00	PM 1:00	9:30 cf
5:45	1:00		3:00	3:00	10:45 cf
8:30	3:00				PM 12:15 cf
	5:45		5:45	5:45	2:15 cf
Depart Cliff	8:30		8:30	8:30	3:15 cf
AM 6:15	Depart Long	Depart Diamond Cove	Depart Great Diamond	Depart Little Diamond	4:30 cf
	AM 6:40	AM 8:25	AM 6:55	AM 7:00	5:35 cf
11:15	8:40		8:55	9:00	7:15
PM 4:05	PM 12:00	PM 1:40	PM 12:15	PM 12:20	8:15
6:45	1:55		2:10	2:15	9:15
9:25	4:40		4:55	5:00	Depart Peaks
Depart Chebeague	7:20		7:35	7:40	AM 6:15 cf
AM 6:00	9:55		10:05	10:55	7:15 cf
					8:15 cf
11:35					10:00 cf
PM 4:20					11:15 cf
7:00					PM 12:45 cf
9:40					2:45 cf
					3:45 cf
					5:00 cf
					6:00 cf
					7:45
					8:45
					9:45
					cf = car ferry
					(transports cars & passengers)

4/22/2022

Casco Bay Island Transit District

Telephone 207-774-7871

56 Commercial St. Portland, ME 04101

Agenda Item 3c

Executive Session

**Discussion with Labor Consultant on collective bargaining
pursuant to 1 M.R.S.A Section 405(6) (D)**

AGENDA ITEM 3c

AGENDA ITEM 3c: Executive Session

Discussion with Labor Consultant on collective bargaining
pursuant to 1 M.R.S.A Section 405(6)(D)

MOTION before the Board to go into Executive Session:

I move to go into Executive Session for a discussion with Labor Consultant on collective bargaining pursuant to 1 M.R.S.A Section 405(6) (D)

MOTION before the Board after coming out of Executive Session:

I move to authorize the President and General Manager to enter into agreement with Maine Marine Association for the 2022-2024 Marine and Shoreside Collective Bargaining Agreements as presented on behalf of the Board of Directors

Agenda Item 5

Reports:

Financial

Committee

Staff