

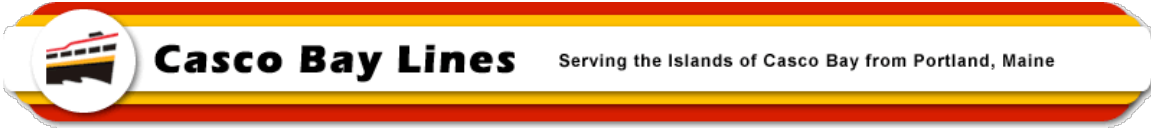
**Casco Bay Island Transit District  
Board of Directors Meeting Agenda\*  
Thursday, August 4, 2022 at 7:45 AM**

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 June 23, 2022 meeting minutes
3. Business
  - a. Consideration and action to reduce 2022 Down Bay summer service during August 13, 2022 to September 5, 2022
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 7:45 AM unless indicated otherwise):
 

i. Executive Committee:	Thursday, August 11, 2022
ii. Finance Committee:	No meeting planned
iii. Board of Directors:	No meeting planned
iv. Operations Committee:	No meeting planned
v. Personnel Committee:	No meeting planned
vi. Sales & Marketing 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



**CASCO BAY ISLAND TRANSIT DISTRICT  
 MINUTES OF THE BOARD OF DIRECTORS MEETING OF  
 June 23, 2022  
 In Person/Video Conference/Phone**

**Attendance**

**Webex                      In Person                      Phone                      Absent**

***Directors:***

Braden (Pres)				X
Wentworth (1 <sup>st</sup> VP)		X		
Crowley (2 <sup>nd</sup> VP)				X
Hoffman (Treasurer)		X		
Luedke (Clerk)		X		
Anderson (Ast. Clk)	X			
Cohen	X			
Donovan		X		
Higgins	X			
Murray		X		
Pizey	X (late)			
Radis		X		

***Staff:***

Berg		X		
Gildart	X (late)			
Greven		X		
Mavodones		X		
Pottle		X		

***Public:***

L. Heineman	X			
F. Somers	X			
Ashley	X			
J. Lavanture	X (part)			
C. Hoppin	X			
B. Carter	X			

***Guests:***

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1. **Call to Order:**
  - A. *The Board meeting was called to order at 7:47 AM by Vice-President Wentworth*
  - B. *It was noted that the meeting was being recorded*
  - C. *Vice-President Wentworth asked Berg to do a roll call of who was attending the meeting, which he did.*
2. **Approve the minutes of the May 10, 2022 and May 26, 2022 Board of Directors meetings**
  - A. *Vice-President Wentworth asked if there was a motion to approve the minutes.*
  - B. *Hoffman moved to approve the minutes included in the Board packet; Donovan seconded.*
  - C. *Vice-President Wentworth opened the floor to Board comments. There were no comments.*
  - D. *Vice-President Wentworth called for a roll call vote of the minutes*
  - E. *Berg did a roll call vote. The motion passed unanimously (9-0; Pizey had not joined yet)*
3. **Business**
  - A. Annual CBITD Director election process discussion
    - i) *Berg reviewed which seats are up for election, the election process, and the dates*
4. **Workshops**
  - A. *There were no workshops*
5. **General Information Reports**
  - A. **Financial Report**
    - a) *Greven reviewed the status of the financials and annual audit*
    - b) *Discussion followed about a variety of topics*
  - B. **Committee Reports**
    - a) *There were no committee reports*
  - C. **Staff Reports**
    - a) *Berg gave a status update on the new vessel construction contract with Senesco and an update on funding opportunities*
    - b) *Pottle gave an update on the renovation and new vessel projects.*
      - i) *Hoffman asked about areas at risk for price increases for the new vessel*
      - ii) *Hoffman requested that a report be given to the Board of any material deviations (>5%) of contract price*
    - c) *Mavodones gave an update on staffing*
      - i) *Donovan requested reports of any safety issues*
      - ii) *Wentworth requested reports of significant freight issues*
      - iii) *Hoffman suggested documenting the freight process on the website*
      - iv) *Cohen shared her thoughts*
6. **General Announcements**
  - A. Establish next meeting dates: (all meetings at 7:45 AM unless indicated otherwise)
 

i) Executive Committee:	Thursday, July 7, 2022
ii) Finance Committee:	No meeting planned
iii) Board of Directors:	No meeting planned
iv) Operations Committee:	No meeting planned
v) Personnel Committee:	No meeting planned
vi) Sales & Marketing Committee:	No meeting planned
vii) Government Relations Committee:	No meeting planned
viii) Pension Committee:	No meeting planned
7. **Public Comment**
  - a. *Vice-President Wentworth opened the floor for public comments on items not on the agenda including Peaks Island Residential Boarding*
    - i) *L. Heineman spoke in favor of Peaks Island Residential Boarding*
    - ii) *F. Somers spoke in favor of Peaks Island Residential Boarding*
    - iii) *C. Hoppin spoke in favor of Peaks Island Residential Boarding*
    - iv) *B. Carter repeated her concern about lack of shade under the existing tent and reported that many non-pass holders crowd the area*
    - v) *C. Radis suggested putting the sign higher*



- vi) *S. Cohen shared her thoughts*
- vii) *Ashley questioned the need for residential boarding passes for students who already have school passes.*
- viii) *J. Hoffman thanked everyone for their feedback. She would like to see clearer delineation of the waiting area and agrees about student pass. She would also like to see more communication.*
- ix) *S. Cohen shared her thoughts*

**8. Adjournment**

- A. *Murray moved to adjourn the meeting; Radis seconded.*
- B. *There were no objections, and the meeting was adjourned*

Respectfully submitted by: \_\_\_\_\_  
James Luedke, Clerk

DRAFT

7/20/2022

**Down Bay Summer Schedule 2022 ( August 13 - September 5)**

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			5:00 AM	D	D		D	6:00	6:15		6:40	6:55	7:00		7:15
M-F	Inner Bay (IB)				5:30 AM								6:05	6:20			6:55
M-F	Down Bay (DB)				7:15 AM	D	D		D		8:20	8:35					9:20
M-F	Inner Bay (IB)				7:45 AM			8:25					8:40		8:55	9:00	9:15
M-F	Down Bay (DB)				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			10:00 AM	D	D	D	D		11:25	11:40	12:00		12:15	12:20	12:35
M-F	Inner Bay (IB)	Diamond Pass			11:00 AM	D	D	11:40	12:00						12:15	12:20	12:35
M-F	Down Bay (DB)	Mailboat			12:00 PM	D	D	D	D	1:35	2:00		2:20				2:50
M-F	Inner Bay (IB)	Diamond Pass			1:00 PM	D	D	1:40					1:55		2:10	2:15	2:30
M-F	Inner Bay (IB)	Diamond Pass			3:00 PM	D	D	3:40					3:55		4:10	4:15	4:30
M-F	Down Bay (DB)	Mailboat			4:00 PM			D	D	5:40	6:05						6:50
M-F	Inner Bay (IB)				4:15 PM	D	D	4:50					5:05		5:20	5:25	5:40
M-F	Inner Bay (IB)				5:45 PM	D	D							6:25	6:40	6:45	7:00
M-F	Down Bay (DB)	Sunset			6:00 PM				D	7:00	7:15		7:35	7:50	8:05	8:10	8:25
M-F	Inner Bay (IB)				7:45 PM	D	D	D					9:15	9:30	9:40	9:45	10:00
M-F	Down Bay (DB)				9:15 PM	D	D	D	D	10:25	10:35		10:55	11:05	11:20	11:25	11:40

Refer to [www.cascobaylines.com](http://www.cascobaylines.com) for official schedule

Weekend 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	Down Bay (DB)	Sunrise			5:00 AM	D	D		D	6:00	6:15		6:40	6:55	7:00		7:15
Sa & Su	Inner Bay (IB)				7:45 AM			8:25					8:40		8:55	9:00	9:15
Sa & Su	Down Bay (DB)				8:00 AM	D	D	D	D	9:20	9:40		10:05	10:15	10:30	10:35	10:50
Sa & Su	Down Bay (DB)	Mailboat			10:00 AM	D	D	D	D		11:25	11:40	12:00		12:15	12:20	12:35
Sa & Su	Inner Bay (IB)	Diamond Pass			11:00 AM	D	D	11:40	12:00						12:15	12:20	12:35
Sa & Su	Down Bay (DB)	Mailboat			12:00 PM	D	D	D	D	1:35	2:00		2:20				2:50
Sa & Su	Inner Bay (IB)	Diamond Pass			1:00 PM	D	D	1:40					1:55		2:10	2:15	2:30
Sa & Su	Inner Bay (IB)	Diamond Pass			3:00 PM	D	D	3:40					3:55		4:10	4:15	4:30
Sa & Su	Down Bay (DB)	Mailboat			4:00 PM			D	D	5:40	6:05						6:50
Sa & Su	Inner Bay (IB)				4:15 PM	D	D	4:50					5:05		5:20	5:25	5:40
Sa & Su	Inner Bay (IB)				5:45 PM	D	D							6:25	6:40	6:45	7:00
Sa & Su	Down Bay (DB)	Sunset			6:00 PM				D	7:00	7:15		7:35	7:50	8:05	8:10	8:25
Sa & Su	Inner Bay (IB)				7:45 PM	D	D	D					9:15	9:30	9:40	9:45	10:00
Sa & Su	Down Bay (DB)				9:15 PM	D	D	D	D	10:25	10:35		10:55	11:05	11:20	11:25	11:40

Refer to [www.cascobaylines.com](http://www.cascobaylines.com) for official schedule

Board approved 4/28/2022

- Mod 1 Added D to LI on the 9:15 M-F  
Added D to LI & DC on the 9:15 S-S
- Mod 2 Eliminated 5:30, 7:15 & 11:00 due to labor shortage