

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
September 23, 2021
Video/Phone in only due to COVID-19**

Directors on Conference: Braden, Crowley, Doane, Clark, Cohen, Overlock, Pizey, Wentworth, Anderson
Directors absent: Higgins, Murray, Luedke
Staff on Conference: Greven, C. Gildart, Berg, Pottle, Mavodones
Public on Conference: F. Somers, J. Hoffman, J. Wyant, B Carter, J. Donovan

1. Call to Order:

- A. *The Board meeting was called to order at 8:00 AM by President Braden*
- B. *President Braden asked Berg to do a roll call of who was attending the meeting, which he did. (Berg dropped from meeting and had to call in due to technical difficulties)*

2. Approve the minutes of the June 24, 2021 Board of Directors meeting

- A. *President Braden asked if there was a motion to approve the minutes.*
- B. *Doane moved to approve the minutes; Overlock seconded.*
- C. *President Braden opened the floor for Board comments and there were none.*
- D. *President Braden called for a roll call vote.*
- E. *Berg did a roll call vote. The motion passed unanimously (9-0)*
- F. *President Braden made the following statement: "In response to the recent increase in the COVID-19 infection rate and the spread of the Delta variant, CBITD's President and General Manager have determined that the public health concern was urgent enough to require the continuation of remote meetings of CBITD's Board and the Board Committees for the month of September. This declaration will be reviewed monthly and communicated in public meeting notices."*

3. Business

- A. Consideration and action regarding a Remote Participation Policy for CBITD Board Meetings
 - i. *President Braden asked Berg to give an introduction and explanation of the policy, which he did.*
 - ii. *President Braden asked if there was a motion on the table*
 - iii. *Doane moved to approve the Policy as presented; Wentworth seconded*
 - iv. *President Braden opened the floor for Public comments and there were none.*
 - v. *President Braden opened the floor for Director comments*
 - 1. *Cohen asked clarifying questions*
 - 2. *Clark asked clarifying questions*
 - 3. *Anderson pointed out that the requirement for a Director to provide notification on the intent to participate remotely was only required for one of the cases as written and that if the intent is for it to be for the other cases an amendment is probably required. Berg said he believed the intent was for all cases and will check with the attorney but recommended approving policy today and amending it, if necessary, at the October Board meeting.*
 - 4. *Crowley asked clarifying questions*
 - 5. *Cohen asked more questions*
 - vi. *President Braden called for a roll call vote.*
 - vii. *Berg did a roll call vote. The motion passed (7-2) with Clark and Cohen voting against.*
- B. Acceptance of the FY2020 Annual Independent Financial Audit Report for year ended 09/30/2020
 - i. *President Braden asked Berg to give an introduction and explanation of this business item, which he did.*
 - ii. *Treasurer Overlock shared his favorable opinion of the report*
 - iii. *President Braden asked if there was a motion on the table*
 - iv. *Doane moved to accept the Report as presented; Anderson seconded*
 - v. *President Braden opened the floor for Public comments and there were none.*
 - vi. *President Braden opened the floor for Director comments*
 - 1. *Cohen asked clarifying questions*
 - 2. *Wentworth thanked everyone involved*
 - 3. *President Braden thanked everyone involved*
 - vii. *President Braden called for a roll call vote.*
 - viii. *Berg did a roll call vote. The motion passed unanimously (9-0)*

4. Workshops

A. *There were no workshops.*

5. Treasurer's Report

A. *Treasurer Overlock gave a report on the July Financials*

- a) *Cohen asked clarifying questions*
- b) *Clark asked clarifying questions*

6. General Information Reports

A. Committee Reports

- a) *Operations Committee: Chair Doane gave an overview of the last Operations meeting.*
 - i) *Cohen asked clarifying questions*
 - ii) *Doane elaborated on the Committee's work*
 - iii) *Anderson shared that a bulk of the response for Peaks Island Residential Boarding were in favor*
 - iv) *President Braden reminded everyone that CBL needs to report back to the PUC in January and that the Board will take it back up at the end of the pilot program in the spring of 2022*
 - v) *Clark requested another Operations meeting. President Braden said it was up to the Chair of the Operations Committee*
 - vi) *Cohen spoke in favor of the program*
- b) *Finance Committee: Treasurer Overlock gave an overview of the Finance Committee meeting.*

B. Staff Reports

- a) *Berg gave an update on funding status and opportunities*
- b) *Pottle gave an update on the terminal renovation and the new Peaks Island vessel*
- c) *Greven gave an update on electronic ticketing*
- d) *Mavodones gave an update on the Machigonne*

7. General Announcements

A. Establish next meeting dates: (all meetings at 8:00 AM unless indicated otherwise)

- i. Executive Committee: Thursday, October 7
- ii. Finance Committee: Wednesday, October 27
- iii. Board of Directors: Thursday, October 28
- iv. Operations Committee: TBD
- 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

8. Public Comment

A. *President Braden asked if there were public comments about items not on the agenda*

- i) *C. Hoppin asked clarifying questions on Electronic Ticketing*

9. Adjournment

A. *Doane moved to adjourn the meeting, Anderson seconded.*

B. *The motion passed unanimously (8-0, Crowley had left the meeting early) and the meeting was adjourned*

Respectfully submitted by:


Nov 22, 2021 10:51:01

Polly Wentworth, Clerk