

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF**

April 24, 2025

56 Commercial Street, Portland, ME

In Person/Video Conference/Phone

*Video of entire meeting in three parts is [available online](#)

	Webex	<u>Attendance</u> In Person	Phone	Absent
<i>Directors:</i>				
Lavanture (Pres)		X		
Donovan (1 st VP)		X		
Pizey (2 nd VP)	X			
Hoffman (Treasurer)		X		
Luedke (Clerk)		X		
Higgins (Asst. Clrk)		X (left at 10:12)		
Cooper	X (left at 10:13)			
Belesca	X (left at 10:09)			
Cohen		X		
Crowley	X			
Murray		X		
Geary				X

<i>Staff:</i>				
C. Gildart		X		
Mavodones		X		
Bishop		X		
Bowie		X		
Bryand		X		

<i>Public:</i>				
Lynn Heineman	X			
Ross Sneyd	X	X		
Lynn Wilcox	X			
Margaret Kelsey	X			
Call in user 1			X	
Call in user 2			X	
Call in user 3			X	
Call in user 4			X	
Call In user 5			X	
Call In user 6			X	
Call in user 7			X	
Call in user 8			X	
Christopher Jenkins				

George Mary Purtell			X	
Gayle			X	
Freight			X	
Barbara Carter			X	
Gillop			X	
Megahn Goughan			X	
Bill Hall			X	
William Baker			X	

Guests:

1. Call to Order
 - a. President Lavanture called the meeting to order at 7:45 AM.
 - b. It was noted the meeting is being recorded
2. Approval of Minutes
 - a. Hoffman moved approval of the meeting minutes for March 27, 2025. Higgins seconded. The vote was unanimous of those present.
3. Old Business
 - a. Consideration and action to approve the FY2025 budget, as recommended by the Finance Committee
 - i. L. Bowie gave an brief summary of the budget
 - ii. Hoffman gave an overview of budget and noted that Finance Committee recommends to the Board that the budget be accepted and that there be a management challenge to reduce the operating deficit by \$900,000 and that a component of that be a \$400,000 annualized expense reduction target and \$500,000 revenue increase target.
 - iii. Lavanture asked for a motion. Hoffman moved to accept the recommendation of the Finance Committee to adopt the FY25 budget as presented by management subject to management challenge to reduce the operating deficit by \$900,000 with a \$400,000 annualized expenses reduction target. Higgins seconded.
 1. Donovan made an amendment to separate budget and expense reduction. Cohen seconded. The vote was 7 opposed and 3 in favor (Cohen, Donovan, Luedke). Crowley didn't vote.
 2. Lavanture asked for Board Comment on the Budget
 3. The vote on the original motion (to accept the recommendation of the Finance Committee to adopt the FY25 budget as presented by management subject to management challenge to reduce the operating deficit by

\$900,000 with a \$400,000 annualized expenses reduction target) was 10 in favor and 1 opposed (Cohen)

- b. Consideration and action to approve a resolution, as recommended by the Finance Committee, for a three-year goal to reduce operating loss to \$1M by 2027 through a combination of expense reduction and revenue increases, and for the Finance Committee to monitor progress.
 - i. Hoffman presented background
 - ii. Hoffman moved and Lavanture seconded
 - iii. Lavanture asked for Directors comment and discussion
 - iv. The vote was 10 in favor and 1 opposed (Cohen)

4. New Business

- a. Consideration and actions to adopt 2025 summer sailing schedule as recommended by the Operations Committee
 - i. Donovan noted the Operations Committee has been charged with finding savings in efficiencies, one of which has been the early boat to Diamond Cove and Long in the morning on the summer schedule. Donovan gave an overview of the 0530 trip to Diamond Cove and Long Island as discussed at the Operations Committee meeting.
 - ii. Lavanture moved to adopt the summer sailing as recommended by the Operations Committee. Higgins seconded.
 - 1. Higgins wanted to commend Joe and the Operations Committee for providing the board the outcome of the analysis
 - iii. Luedke commented that he would prefer the Board adopt the run schedule 2 that was included in the packet. Luedke made an amendment to add inbound stop at Diamond Cove on the 5 AM outbound departure from Portland. Cohen seconded. The vote was 7 opposed and 3 in favor (Pizey, Cooper, Luedke)
 - iv. The vote on the original motion to adopt the summer sailing as recommended by the Operations Committee was 9 in favor and none opposed (Crowley and Cooper didn't vote)
- b. Consideration and action to delegate the General Manager search process to the Personnel Committee, and for the Personnel Committee to make recommendation of the Candidate(s) to the Board
 - i. Lavanture made framing comments and noted Directors should have a memo with proposal to delegate GM search process to Personnel Committee, along with an updated job description
 - ii. Hoffman commented that Lavanture has given a lot of thought to process and outlined an elegant and thoughtful process

- iii. Lavanture moved that the Board delegate the General Manager search process to the Personnel Committee and that the Personnel Committee makes recommendation of candidates to the Board and that the Board authorizes the President to finalize job description with content fairly similar as presented in draft today and in accordance with process outline included in memo from President dated April 23rd. Donovan seconded. The vote was unanimous of those present.

5. Workshop

a. Finance Committee update on proposed vehicle rate change

- i. Hoffman made a presentation on background and proposal of vehicle fares as recommended by vote at the April 17th Finance Committee meeting

ii. Public Comment

1. Margaret Kelsey – Peaks Island - Kelsey noted that holding meetings at 7:45 am and having meetings that last two and a half hours (only of which 15 minute were public comment) does not strike her as having public input. Most people she talked to were not informed.
2. Lynn Wilcox – sent in a comment to public comment on April 22nd and got no response. Comment to rate change was responded to.

iii. Board Comment

1. Cohen commented on transparency and commuter books and gave scenario of pass users.
2. Murray apologized as late comer but Hoffman mentioned 17 year gap in rates and with that math he came up with \$142 range cost for a vehicle if it had been increased on a regular basis. Comfort level would be more to alternate plan.
3. Luedke glad to see lower fare proposal slide. Jump to \$190 seems too much but recognizes need to have price increase. In favor of rolling out over a couple years.
4. Crowley sees one small hole in delaying implementation of commercial as one with commercial plate and one with residential plate both show up and commercial plate gets a significant price reduction.
5. Cooper recognizes commercial rates need to be addressed as it is inconsistent with range of others but ok with moving ahead with pilot and need to put more focus on commercial rates to bring in line with non-commercial. More favorable to

adjusted proposal with lower high rate fee. Concern is more with price sensitivity and what demand will be.

6. Higgins wants to reiterate something Hoffman presented. No matter if is \$190, \$170 or \$140 it is going to seem like a lot. But by doing this, we can decrease cost to majority of islanders. Islanders can make \$46 happen.
 7. Donovan not speaking as Long Island representative but as Board member. The vote coming out of Finance Committee was not unanimous and rates of \$190 are outrageous. Percentage is important for perception and adjusted lower rates will not be acceptable to a lot of people. Objects to 23% for commercial vehicles and that topic should be on the table.
 8. Pizey would like more information on \$50 and \$25 per pass fees. Noted the \$190 is a little high but it is unfathomable someone out on the island wouldn't have a pass.
 9. Lavanture would be looking for guidance from directors whether Board proceeds to public hearing and with what rate structure. Lavanture is supportive of proposal as recommended to proposal from Finance Committee but understands approach to phase it in.
 10. Hoffman appreciates and respects those who have joined meetings and paid attention. Change is hard and we see strong reactions. Data shows most islanders have passes and thinks this is a reasonable proposal. Spoke in support of original proposal and thinks it works for Peaks Island and it is responsible to financial needs of District.
 11. Luedke keeps hearing islander which invokes some type of residency. Suggest saying pass holders.
 12. Cohen comments that affordability piece is antithesis of the culture of our seasonal visitors to Peaks Island.
- iv. Lavanture called for straw poll of proposal as recommended by the Finance Committee. The straw poll was 5 in favor (Lavanture, Pizey, Belesca, Hoffman, Higgins) and 6 opposed (Crowley, Cohen, Luedke, Murray, Donovan, Cooper).
 - v. Mavodones noted that public should know this isn't a vote
 - vi. Lavanture called for a straw poll of alternate scenario proposal. The straw poll was 8 in favor (Donovan, Murray, Luedke, Belesca, Lavanture, Cooper, Pizey, Higgins) and 3 opposed (Hoffman, Cohen, Crowley).

6. Executive Session pursuant to MRSA 405(6)(a) to discuss a personnel matter (taken out of order)
 - a. Donovan moved to go in to Executive Session pursuant to MRSA 405(6)(a) to discuss a personal matter. Murray seconded. The vote was unanimous of those present.
 - b. The Board came out of Executive Session at 10:30.
7. Adjourn
 - a. Luedke moved to adjourn the meeting; Murray seconded. The vote was unanimous of those present.

Respectfully submitted by: _____

James Luedke, Clerk

DRAFT