

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
October 22, 2020
Video/Phone in only due to COVID-19**

Directors on Conference: Doane, Johnston (left early), Wentworth, Cohen, Overlock, Flynn, Murray, Clark, Braden, Higgins (joined late), Crowley (joined late)

Directors Absent:

Public on Conference: J. Hoffman, L. Heinemann, J. Lavanture, J. James

Staff on Conference: Greven, Pottle, Mavodones, C. Gildart, Berg, Bishop

1. Call to Order:

A. *The Board meeting was called to order at 7:45 AM by President Flynn and he noted that the meeting was being recorded.*

B. *President Flynn asked Berg to share who was attending the meeting with everybody which he did.*

2. Approve the minutes of the September 24, 2020 Board of Directors meeting

A. *President Flynn asked if there was a motion to approve the minutes*

B. *Doane moved to approve the minutes, Braden seconded.*

C. *President Flynn opened the floor for comments and there were none*

D. *President Flynn called for a roll call vote*

E. *Berg did a roll call vote. The motion passed unanimously (9-0) (Crowley & Higgins had not joined yet)*

3. Business

A. *Consideration and action regarding the Delegation of Authority to the Board President and General Manager*

a) *President Flynn asked if there was a motion*

b) *Doane made a motion to approve, Murray seconded*

c) *Berg explained the reason for this agenda item was primarily due the continued state of emergency for Maine and the increase in cases nationwide and in the state.*

d) *President Flynn opened the floor to public comment*

i) *Hoffman and Heinemann spoke in favor*

e) *President Flynn opened the floor to Board comment*

i) *Clark asked about crew scheduling*

ii) *Cohen spoke against the motion*

iii) *Braden spoke in favor*

iv) *President Flynn shared his thoughts*

v) *Cohen shared her thoughts*

f) *President Flynn opened the floor back up to public attendee Hoffman who shared her further thoughts*

g) *President Flynn called for a roll call vote*

h) *Berg did a roll call vote. The motion passed (10-1) (Cohen voted against)*

B. *Selection of Nominating Committee to bring forth a slate of Officers at the November 19, 2020 Board meeting*

a) *Berg explained the reason and the process*

b) *Berg sent a link via email for a secret ballot and asked the Directors who are present to submit their ballot by 10 AM and he will send out the results later in the date*

c) *(Added note after the results were tabulated: Nomination Committee for 2020: Braden, Doane, Crowley)*

C. *Consideration and action on FY 2021 Operating Budget*

a) *President Flynn asked if there was a motion*

b) *Braden made the motion to accept, Wentworth seconded*

c) *Berg explained the budget was reviewed with the Finance Committee who voted to recommend approval of the budget by the Board*

d) *President Flynn opened the floor to public comment*

i) *Hoffman requested that the budget be posted on the website*

e) *President Flynn opened the floor to Board comment*

- i) *Braden spoke in favor*
 - ii) *Cohen shared her thoughts and spoke in favor*
 - iii) *Overlock spoke in favor and reminded everyone given these uncertain times the budget can be revisited if something dramatically changes*
 - f) *President Flynn called for a roll call vote*
 - g) *Berg did a roll call vote. The motion passed (11-0)*
 - D. *Consideration and action on FY 2021 Long Range Capital Plan*
 - a) *President Flynn asked if there was a motion*
 - b) *Doane made the motion to accept, Braden seconded*
 - c) *Berg gave an overview*
 - d) *Treasurer Overlock mentioned that the budget was reviewed with the Finance Committee who voted to recommend approval of the budget by the Board*
 - e) *President Flynn opened the floor to public comment*
 - i) *Hoffman requested that the budget be posted on the website*
 - f) *President Flynn opened the floor to Board comment*
 - i) *Cohen shared her thoughts and requested it be posted*
 - ii) *Braden agreed with the posting and spoke in favor of passing*
 - g) *President Flynn called for a roll call vote*
 - h) *Berg did a roll call vote. The motion passed (10-1 Cohen voted against)*
4. **Workshops** (None)
5. **Treasurer's Report**
 - A. *Treasurer Overlock gave a summary of the August financials*
6. **General Information Reports**
 - A. **Committee Reports** -. *Doane gave a report of the October 15 Operations Committee meeting.*
 - B. **Staff Reports**
 - 1) *Berg gave an update on following:*
 - a) *Funding update: Received \$500K of rural funding from MaineDOT and submitted CARES Act Phase 3 funding profile*
 - b) *Peaks annunciator update*
 - c) *Hosted a visit with the Under Secretary of the Department of Energy who was accompanied with representatives from Avangrid. The Under Secretary was very interested in the diesel electric hybrid propulsion system for the new Peaks ferry.*
 - 2) *Pottle gave an update on the following projects:*
 - a) *Terminal renovation*
 - i) *There were comments from Braden, Cohen, Flynn and Wentworth*
 - b) *New vessel*
 - c) *Preventative Maintenance Software*
7. **Wharf and MDOT Reports** - *There were no reports*
8. **General Announcements**
 - A. *Establish next meeting dates: (all meetings at 7:45 AM unless indicated otherwise)*
 - i. *Executive Committee:* Thursday, November 5 at 7:45 AM
 - ii. *Operations Committee:* Thursday, November 12 at 7:45 AM
 - iii. *Board of Directors:* Thursday, November 19 at 7:45 AM
 - iv. *Finance Committee:* No meeting planned
 - 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

9. Public Comment

A. Hoffman complemented recent Captain announcements

10. Cohen shared more of her thoughts about the renovation project

11. Adjournment

A. President Flynn asked if there was a motion to adjourn

B. Braden moved to adjourn the meeting, Murray seconded.

C. Berg asked for a roll call for the motion to adjourn. The motion passed unanimously (10-0 Johnston had left) and the meeting was adjourned

Polly Wentworth

Respectfully submitted by: _____
Robin Clark, Clerk