

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
SEPTEMBER 27, 2018**

Directors Present: Burr, Braden, Overlock, Doane, Clark, Flynn, Luedke, Hayes (by phone)
Directors Absent: Pellerin, Crowley, Murray, Johnston
Public Present: C. Hoppin
Staff Present: Berg, Pottle, Greven, Thibeault

1. Call to Order: The Board meeting was called to order at 7:50 AM by President Flynn, and he noted that the meeting was being recorded.
- 3a. Qualification of newly appointed Director: This item was taken out of order. Clerk Clark swore Luedke in as representative from Great Diamond Island.
2. Approve the minutes of the June 28, 2018 Board of Directors meeting: Braden moved to approve the minutes of the June 28, 2018 meeting, Doane seconded and the vote was unanimous and the motion passed.
3. Business:
 - a. Qualification of newly appointed Director
This item was taken out of order (see above)
 - b. Consideration and action to adopt the FY2019 Operation Budget
Overlook introduced the topic and shared that the Finance Committee reviewed the budget and voted unanimously to recommend the Board approve the budget. Greven presented an overview of the proposed budget. Doane moved to approve the proposed budget. Braden seconded. After discussion, the vote was unanimous and the motion passed.
 - c. Consideration and action to adopt the FY2019 Long Range Capital Plan
Overlook introduced the topic and shared that the Finance Committee reviewed the Plan and voted unanimously to recommend the Board approve the Plan. Berg presented an overview of the proposed plan. Braden moved to approve the proposed plan. Doane seconded. After discussion, the vote was unanimous and the motion passed.
 - d. Executive Session
 - i. Consultation between CBITD and its attorney pursuant to 1 M.R.S.A. Section 405 (6)(E)
This item was postponed until the next Board meeting
4. Workshop: None
5. Treasurer's Report: Overlock reviewed the August 2018 financials. Discussion followed.
6. General Information Reports:
 - a. Committee Reports:
 - i. Operations Committee: Doane summarized the last Operations Committee meeting. Discussion followed.
 - ii. Finance Committee: No report was given since the budgets and August financials were reviewed earlier in the meeting
 - b. Staff Reports:
 - i. General Manager: Berg introduced Thibeault and reported that Kristen Higham had resigned.
 - c. Projects update: Pottle reviewed the status of the Schedule, New Vessel and Terminal Renovation projects. Discussion followed.
 - d. Wharf and MDOT Reports: None
7. General Announcements
 - a. Establish next meeting dates:
 - i. Executive Committee: Thursday, October 4 at 7:45 AM
 - ii. Operations Committee: Thursday, October 18 at 7:45 AM - TBD
 - iii. Board of Directors: Thursday, October 25 at 7:45 AM
 - iv. Finance Committee: Wednesday, October 24 at 7:45 AM
 - v. Sales & Marketing Committee: No meeting planned
 - vi. Government Relations Committee: No meeting planned
 - vii. Pension Committee: No meeting planned
 - viii. Personnel Committee: No meeting planned

b. Correspondence: None

c. Other:

i. Braden discussed the concern of crowd control especially as the District continues to grow; Braden also suggested a survey be done when the Machigonne is in dry dock to get a sense of the market value

8. Public Comment:

Hoppin shared his interest in the Electronic Ticketing project, his idea of an employee recognition plan and complimented the staff for all that they did during the busy season.

9. Adjournment: Doane moved to adjourn, Braden seconded, and the vote was unanimous to adjourn at 8:57 AM

Respectfully submitted by:

Robin Clark

Robin Clark, Clerk