

**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
OCTOBER 25, 2018**

Directors Present: Burr, Braden, Overlock, Murray, Doane, Clark, Flynn; By phone: Hayes, Pellerin
Directors Absent: Crowley, Johnston, Luedke
Public Present: C. Chess, R. Schaeffer, S. Anderson
Staff Present: Berg, Pottle, Greven

1. Call to Order: The Board meeting was called to order at 7:47 AM by President Flynn, and he noted that the meeting was being recorded.
2. Approve the minutes of the September 27, 2018 Board of Directors meeting: Doane moved to approve the minutes of the September 27, 2018 meeting, Overlock seconded and the vote was unanimous and the motion passed.
3. Business:
 - a. Selection of Nominating Committee to bring forth a slate of Officers at the November 15, 2018 Board meeting
 - i. Berg explained the process and passed out the nomination ballot. Ballots were collected and tabulated. It was reported later in the meeting that based on the votes the nominating committee will include Doane, Braden and Johnston.
 - b. Consideration and action to adopt the proposed new Sailing Schedule
 - i. Item was not ready and therefore not addressed at this meeting
 - c. Executive Session
 - i. Braden made a motion to go into executive session for a discussion on the terms of the District's lease with the City of Portland and Casco Bay Island Transit District pursuant to 1 M.R.S.A Section 405(6) (C); Doane seconded and the vote was unanimous and the motion passed. Murray recused himself from the executive session.
 - ii. Doane made a motion to exit the executive session; Overlock seconded and the vote was unanimous and the motion passed.
 - d. Braden made a motion for the (1) approval of the new First Amended and Restated Lease with the City of Portland in substantially the form presented to the Board for review, (2) authorization to the Board President and General Manager jointly to negotiate a final version, and (3) authorization to the Board President and the General Manager jointly to execute the final version of the Lease. Overlock seconded and the vote was unanimous except for Murray who recused himself, and the motion passed.
4. Workshop: None
5. Treasurer's Report: Overlock reviewed the September 2018 and end of fiscal year 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 lease and 2018 finances were discussed earlier in the meeting
 - b. Staff Reports:
 - i. General Manager: No report was given since the lease was reviewed earlier and project discussion will follow
 - 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 (it was noted the Board meeting will be a week earlier due to holiday):
 - i. Executive Committee: Thursday, November 1 at 7:45 AM
 - ii. Sales & Marketing Committee: Tuesday, November 6 at 7:45 AM
 - iii. Finance Committee: Wednesday, November 14 at 7:45 AM TBD
 - iv. Board of Directors: Thursday, November 15 at 7:45 AM
 - v. Operations 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

8. Public Comment:

- a. Schaeffer identified himself as vice-chair of the Peaks Island Council and requested a meeting on Peaks regarding the new vessel
- b. Chess identified herself as a member of PIC and Peaks resident and requested there be a study on the impact to the island from an increase of visitors and vehicles.
- c. Anderson identified himself as a PIC and Peaks resident and requested input be allowed on the size of the new vessel

9. Adjournment: Braden moved to adjourn, Doane seconded, and the vote was unanimous to adjourn at 8:59 AM

Respectfully submitted by:

Robin Clark

Robin Clark, Clerk