



Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

SUMMARY OF THE MEETING OF THE WOODS HOLE, MARTHA'S VINEYARD AND NANTUCKET STEAMSHIP AUTHORITY

December 13, 2022

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Port Council and Authority Board held a joint meeting on Monday, December 13, 2022, in the second-floor conference room of the Authority's Hyannis Terminal, 141 School Street, Hyannis. All six (6) Port Council members were present: Chairman John F. Cahill of Tisbury; Vice Chair Robert S.C. Munier of Falmouth; Secretary Nathaniel E. Lowell of Nantucket; Roland "Bud" Breault of Barnstable; Mark H. Rees of Fairhaven; and Joseph E. Sollitto Jr. of Oak Bluffs. Messrs. Lowell and Breault participating in the meeting via Zoom videoconferencing. The following Board members were present: Vice Chair Robert F. Ranney of Nantucket; Secretary Robert R. Jones of Barnstable; James M. Malkin of Dukes County; and Peter J. Jeffrey of Falmouth. Chair Moira E. Tierney of New Bedford was absent.

1. Communications Director Sean F. Driscoll provided updates on the website redesign and mobile app development project as follows:
 - The ADK technology team worked on advancements to the API stability and functionality and continues to connect to test data for testing.
 - The SSA reached an agreement with Storyblok to use their content management system platform for the new website. The headless product will be a great improvement over the current CMS and will allow a more flexible way for the Authority to provide information to its customers. The ADK team is now working on setting up content types, data models, permissions and workflows within Storyblok.
 - The technology team also worked on a proof-of-concept prototype for the Authority's new credit card processor, Eigen.
 - ADK and the SSA held a working session to begin to develop an internal and external communications plan around launch, including staff training; customer communication; creation of videos, how-tos and other instructional materials; and a media plan.
 - The SSA is also working on developing its own internal review criteria of the website to ensure full functionality before launch.

- Public engagement has been ongoing via the biweekly eNews and website updates at www.steamshipauthority.com/websiteproject.
2. Woods Hole Terminal Reconstruction Project Manager Bill Cloutier and General Manager Robert B. Davis provided an update on the Woods Hole Terminal Reconstruction Project, which is now in Phase 5B, with enabling work occurring immediately adjacent to the freight shed in preparation for construction of the new terminal building and utility building.
- Lawrence-Lynch Corp. continued to install drainage piping and stormwater structures in the work site, and completed that work planned in Phase 5B.
 - Lawrence-Lynch connected the water line in the Phase 5B work site with the Town of Falmouth's water line on Cowdry Road.
 - Lawrence-Lynch began raising the grade and all drainage and electrical structures within the Phase 5B work site to final elevations.
 - Cullen Electric began installing site electrical and communications utilities.
 - Lawrence-Lynch is grading all areas in front of Slip No. 1 for paving.
 - Lawrence-Lynch Corp. finished chlorinating and pressure testing the potable water line.
 - Phase 5C should start later this week once the first course of binder pavement is added on this week.

Thus far, the Authority has sent out 205 community emails updates for the project.

3. Director of Marine Operations Mark Amundsen and I provided an update on the conversation status of the *M/V Aquinnah* and *M/V Monomoy* and the recent authorization to purchase the *M/V HOS North Star*. Following dry docking and hull water blasting, Mark and Capt. Charles Monteiro, along with support technicians, inspected the vessel. Included in this inspection was a "hull diminution survey" of over 600 locations on the side shell and bottom plating. Much like the surveys taken on the *M/V Aquinnah* and *M/V Monomoy*, no significant wastage was identified. In addition, inspections were made of tanks and voids.

Following the inspection, Hornbeck was notified of the Steamship's intent on completing the purchase. Closing is expected to take place next week.

4. Mr. Amundsen then provided an update on the dry dock of the *M/V Eagle*, which is currently underway at Senesco Shipyard in Kingstown, Rhode Island. Highlights of the project include bow thruster overhaul; structural steel renewals; blasting and costing the hull and superstructure; installation of an ultraviolet water purification system; and port and starboard shaft overhauls. The current total contract price is \$1,407,490.
5. The Members voted to approve the adoption of the proposed Title VI (of the Civil Rights Act of 1964) Program, Disadvantaged Business Enterprise (DBE) Program, and Transit Asset Management (TAM) Program, in order to comply with the U.S. Department of Transportation (USDOT) and Federal Transit Administration (FTA) regulations codified at 49 U.S.C. Chapter 53 and set forth at 49 CFR parts 21, 26 and 625, respectively.

6. The Members voted to approve the Authority's draft of its updated Public Transportation Agency Safety Plan (PTASP), which is a requirement of the FTA for certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).
7. The Board authorized Mr. Davis to execute the following procurement items:
 - Contract No. 14-2022 for Consulting Services to Develop a Strategic Plan for the Steamship Authority to Raftelis Financial Consultants Inc. of Cincinnati, Ohio, in the amount of \$230,000.
 - Contract No. 16-2022, Dry Dock and Overhaul Services for the *M/V Governor*, to the lowest eligible and responsible bidder, following the bid opening scheduled for December 16, 2022.
 - A Statement of Work for Digital Platform Post-Launch Support Agreement with ADK Group LLC in the amount of \$348,000.
8. The Port Council voted the following slate of officers for 2023: Chairman Joseph E. Sollitto (Oak Bluffs), Vice Chairman Nathaniel E. Lowell (Nantucket), and Secretary John F. Cahill (Tisbury).
9. The Board elected the following officers for 2023: Chair Robert F. Ranney of Nantucket, Vice Chair Robert R. Jones of Barnstable, and Secretary James M. Malkin of Dukes County.
10. The Port Council approved the proposed 2023 meeting schedule as follows:
 - Tuesday, January 3, 2023 - Falmouth
 - Tuesday, February 7, 2023 - Hyannis
 - Tuesday, March 7, 2023 - Falmouth
 - Tuesday, April 4, 2023 - Hyannis
 - Tuesday, May 2, 2023 - Falmouth
 - Tuesday, June 6, 2023 - Hyannis
 - Tuesday, July 11, 2023 - Falmouth
 - Tuesday, August 1, 2023 - Hyannis
 - Tuesday, September 12, 2023 - Falmouth
 - Tuesday, October 10, 2023 - Hyannis
 - Tuesday, November 7, 2023 - Falmouth
 - Tuesday, December 12, 2023 - Hyannis

All meetings will be made accessible via Zoom videoconferencing.

Meeting dates and times are subject to change.

11. The Board approved the proposed 2023 meeting schedule as follows:

<u>Date</u>	<u>City/Town</u>	<u>Location**</u>	<u>Time</u>
Tuesday, January 17, 2023	Falmouth	SSA Admin Offices	9:30 a.m.
Tuesday, February 21, 2023	Hyannis	SSA Terminal 2 nd Floor	9:30 a.m.
Tuesday, March 21, 2023	Falmouth	SSA Admin Offices	9:30 a.m.
Tuesday, April 18, 2023	New Bedford	TBD	9:30 a.m.
Tuesday, May 16, 2023	Falmouth	SSA Admin Offices	9:30 a.m.
Tuesday, June 20, 2023	Nantucket	TBD	9:30 a.m.
Tuesday, July 18, 2023	Martha's Vineyard	TBD	9:30 a.m.
Tuesday, August 15, 2023	Hyannis	SSA Terminal 2 nd Floor	9:30 a.m.
Tuesday, September 26, 2023	Nantucket	TBD	9:30 a.m.
Tuesday, October 24, 2023	Martha's Vineyard	TBD	9:30 a.m.
Tuesday, November 21, 2023	Falmouth	SSA Admin Offices	9:30 a.m.
Tuesday, December 12, 2023	Hyannis	SSA Terminal 2 nd Floor	9:30 a.m.

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The next monthly Board meeting is currently scheduled to be held at 9:30 a.m. January 17, 2023, in the first-floor meeting room of the Authority's Administrative Offices in Falmouth. Please look for the formal notice for the meeting that will appear on this website. Thank you.