

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

The Meeting in Public Session

February 16, 2021

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority met on February 16, 2021, beginning at 9:33 a.m., in the first-floor conference room of the Authority's administrative offices, located at 228 Palmer Avenue, Falmouth, Massachusetts. All five (5) members were present and participated via Zoom videoconferencing: Chair Kathryn Wilson of Falmouth; Vice Chair Moira E. Tierney of New Bedford; Secretary Robert F. Ranney of Nantucket; Robert R. Jones of Barnstable; and James M. Malkin of Dukes County.

Port Council Chairman Edward C. Anthes-Washburn was present via Zoom. The following members of management were also present: General Manager Robert B. Davis; General Counsel Terence G. Kenneally; Treasurer/Comptroller Mark K. Rozum; Communications Director Sean F. Driscoll; Director of Marine Operations Mark H. Amundsen (who participated via Zoom videoconferencing); Woods Hole Reconstruction Project Manager William J. Cloutier; Director of Security Todd M. Falvey; Director of Shoreside Operations Alison A. Fletcher; Director of Human Resources Janice L. Kennefick; and Health, Safety, Quality and Environmental Manager Angela M. Sampson.

Video and Audio Recording of Today's Meeting:

Ms. Wilson announced Steve Baty of All Media Productions was making a video and audio recording of today's meeting in public session on behalf of Martha's Vineyard Community Television, also known as MVTV. Mr. Driscoll was making an audio and video recording of the meeting; Rich Saltzberg (representing the *Martha's Vineyard Times*) stated he was making an audio recording of the meeting.

Remote Participation by All Members:

Ms. Wilson announced, in response to Governor Charles Baker's executive orders concerning the necessity to conduct public meetings in line with social distancing guidelines during the current state of emergency involving the COVID-19 pandemic, all Board Members were participating remotely in the day's

meeting because their physical attendances would be unreasonably difficult. All Board Members participated in the meeting by the Zoom videoconferencing app or by speakerphone and all members were clearly audible to each other. As a result of the Members' remote participation in this meeting, any and all votes taken by the Members today were to be taken by roll call vote.

Minutes:

Mr. Jones stated he had an issue with a footnote on Page 10 of the January 25, 2021 minutes regarding the discussion of the Long-Range Task Force and Traffic Mitigation Working Group. The footnote stated the minutes of those bodies were posted on the Authority's website and gave the web address. Mr. Jones stated minutes are not to be edited or analyzed by a footnote and further stated the footnote was unnecessary as he correctly stated the minutes of the Task Force and Working Group meetings had been posted, but not, in his opinion, in a timely manner. He asked that the Board's minutes be revised to remove the footnote and clarify the facts behind the posting of the minutes of the Task Force and Working Group meetings to the website. Discussion then ensued as to whether or not a transcription of the Board's meetings, rather than minutes, would be more appropriate. Mr. Ranney noted that the Board's meetings are already recorded. Mr. Malkin promoted consideration of revising the minutes and resubmitting them for a vote. Upon Ms. Wilson's request for clarification, Mr. Malkin moved that the minutes be approved as presented provided modifications to address Mr. Jones' concerns. Ms. Wilson then suggested postponing the vote on the January 25, 2021 minutes until revisions addressing Mr. Jones' concerns were made.

IT WAS VOTED – upon a motion by Ms. Wilson, seconded by Mr. Malkin – to postpone the vote on the minutes of the Board's January 25, 2021, meeting in public session until revisions were made to address Mr. Jones' concerns.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
TOTAL	100 %	0 %

Port Council's Report on its February 3, 2021 Meeting:

Mr. Anthes-Washburn said the Port Council meeting included a presentation from BIA.studio about the Woods Hole Terminal landside design update as well as a presentation on the proposed 2021 Capital Budget, which the Port Council voted to recommend to the Board.

Report on COVID-19:

Mr. Davis provided the following updates regarding the Authority's response to the COVID-19 pandemic:

- The Authority has continued its cleaning and sanitization efforts, including the use of electrostatic sprayers along with backpack foggers on a daily basis to dispense hospital-grade disinfectant, along with a prolonged antimicrobial agent for longer protection.
- Despite Gov. Baker's order requiring masks even when social distancing is possible, mask-wearing compliance continues to be a challenge.
- President Biden issued Executive Order 13998, which "requires masks be worn on all public maritime vessels, including ferries, to mitigate the risk of spreading COVID-19." Much of what is contained in this Executive Order has been in place since Gov. Baker's order.
- In response to both orders, the Authority continues to reinforce the need to wear a mask via posted signs on the buses, at the terminals, and onboard the vessels. Announcements are also made at the terminals and on board the vessels, and crews have been instructed to make additional rounds.
- Vessel crews, before the beginning of their watches, are given a wellness check by trained medical professionals.
- Shoreside personnel are given the wellness questionnaire, which they need to complete and provide to their supervisor to be given clearance to report to work or are sent home.
- Employees continue to be told that under no circumstances should they be coming to work while they are sick, for their own safety, the safety of their crewmembers and for the safety of the Authority's passengers. If any employee comes to work sick, they will be sent home – period.
- Vessel crews during the operating day, as well as nighttime cleaning crews, terminal and bus staff, continue to do an exceptional job of cleaning their respective facilities.

- As reported at the January meeting, staff monitored demand for vehicle space, and identified an opportunity to consolidate some of the trips as the demand for off-peak trips was low. Thus, those schedule modifications became effective January 16, 2021.
- Since Gov. Baker's order requiring out of state visitors to self-quarantine or have a negative COVID test within seventy-two (72) hours of arrival, the Authority has been sending out emails to all of its customers traveling on-island about how to register with the state.
- Updates continue to be posted on the Authority's dedicated landing page (www.steamshipauthority.com/2019coronavirus) as well as on its Facebook and Twitter pages, its eNews and through local media outlets. Mr. Davis noted that, since its inception, the COVID-19 landing page on the Authority's website had approximately 133,000 visits with approximately 3,000 visits in the last thirty (30) days and over five hundred (500) in the past seven (7) days.

Ms. Wilson noted Mr. Davis had been sending COVID reports to the Members on an almost daily basis and asked if that was still warranted. Mr. Davis said the staff was providing him with the information regularly so it was not difficult for him to compile the report; additionally, he had recently transitioned to sending them every three or four days instead of daily.

Results of Operations:

Mr. Davis reviewed the results of the December 2020 business summary via a PowerPoint presentation, which showed the Authority carried fewer passengers (down 28.2%) and automobiles (down 7.9%), but more trucks (up 6.5%) than the same month the prior year. Preliminary year-to-date totals show the Authority was down in passenger traffic (-31.2%), automobile traffic (-9.3%), and truck traffic (-10.7%) compared to 2019.

Mr. Davis said the Authority's total income for December 2020 was approximately \$5,996,000 and the total expenses were approximately \$12,476,000, for a net operating loss for the month of some \$6,480,000, approximately, which was \$3,232,000 more than anticipated in the 2020 operating budget. Preliminary end-of-year figures for 2020 showed approximately \$100,902,000 in income and \$112,954,000 in expenses for a net operating loss of some \$12,015,000, which was approximately \$19,032,000 more than budgeted.

During the month of December 2020, the Authority's vessels made a combined 1,735 trips, of which zero (0) were canceled for mechanical reasons on either the Vineyard route or the Nantucket route, he said.

Ms. Wilson asked about recent trip alerts of cancellations due to "trip consolidation," and Mr. Davis said those were instances if a vessel could be tied up and vehicles moved to an adjacent trip, those were able to be canceled under the consolidation banner. Through the chat function in Zoom, Louisa Hufstader representing the *Vineyard Gazette* asked under what category cancellations due to a positive COVID-19 case would fall; Mr. Davis said they would fall under "traffic demands" although the majority of trips in that category were due to traffic demands.

Mr. Jones asked if the financial information presented was now a year-end figure; Mr. Davis said yes, although the figures were subject to the year-end auditing process, which was underway by RSM US LLP. Mr. Davis noted that, in April and May, when the Authority's financial situation was looking extremely dire, the flexibility afforded to him by the Board to modify the operating schedules was a large factor in being able to shore up the Authority's finances, as was the rebound in vehicle traffic.

Via the chat function in Zoom, Mr. Saltzberg representing the *Martha's Vineyard Times* asked if the Authority would still need financial assistance from the state; Mr. Rozum said, due to the various grant funds provided from federal programs in 2020 and the money available in the Authority's reserve fund, it appeared that, if there was assistance needed, it would be a relatively small amount.

Woods Hole Terminal Reconstruction Project:

Mr. Davis said marine contractor Jay Cashman Inc. had continued to make progress on driving piles. The barge crew completed driving the 16-inch piles for the south platform. Next, they will be setting the 30-inch piles for the passenger float. The crews will continue to cut and fill the monopiles. The landside crew had continued their work on the bulkhead for the north corner of the site, including concrete work as well as replacing the fencing along the property line. Meanwhile, the steel work for the deadman wall and rebar for Slip No. 1 was continuing, and Lawrence Lynch Corp. was bringing in more stone to fill in the former slip's transfer bridge area.

Mr. Davis said engineers are still evaluating the two (2) remaining monopiles that were not successfully driven to a design depth of 100 feet as Monopile No. 24 met obstructions at 65 feet and Monopile #31 did so at 45 feet.

Thus far, the Authority has sent out 134 community email updates for the project.

Mr. Cloutier then shared a PowerPoint presentation with recent photographs from the site.

Mr. Jones asked if the project was on schedule; Mr. Cloutier said it generally was, although the engineers had to develop solutions for the two (2) monopiles that Mr. Davis mentioned were not driven to design depth as well as the head dolphin, in which pile driving proved to be unsuccessful in reaching design depths. Mr. Malkin inquired on a potential completion date. Mr. Cloutier stated the completion of the slip was targeted between mid-May and Memorial Day 2021.

M/V Woods Hole Dry Dock Status:

Mr. Amundsen then shared a PowerPoint presentation updating the status of the dry-docking of the *M/V Woods Hole* at Thames Shipyard in New London, Connecticut. Highlights of the recent work included the drawing of the port tail shaft, installation of the rudderstock; and inspection of the ballast tank. The total contract price is \$751,982, he said, but after credits and change orders, the grand total was now \$907,485.

SQMS Status:

Mr. Davis provided the following updates:

- Training materials, agendas and scheduling arrangements have been completed and confirmed for SMSLLC onsite training March 15-26, 2021, to introduce personnel to Phase 2 and Phase 3 documentation (SQMS Guide, Vessel Operations Manual and Terminal and Facilities Operations Manual).
- SMSLLC remains currently focused on Project Phase 4, the final SQMS document development phase, which includes a Support Operations Manual (SOM) and completion of the GUIDE (i.e. primarily quality management elements remaining under development per the Project Management Plan). The timeline for Phase 4 remains February 2021,

- though it is likely that an additional one to two weeks will be necessary to complete documentation. SMSLLC deems this “likely” due to the related volume of documentation and interview notes factoring into development of the SOM. Extended staff interviews during late January were productive in this regard, and SMSLLC aims to achieve accuracy within its draft documentation.
- SMSLLC also provided additional assistance to the Authority with respect to defining its organizational structure and essential lines of communication and reporting. While not a significant distraction, the task may contribute to the slight timeline delay affecting Phase 4.
 - The Authority submitted the recently drafted Public Transit Agency Safety Plan (PTASP) for agency review and comment by the Federal Transportation Administration (FTA). The FTA returned the plan to the Authority with several comments that will be addressed by SMSLLC following commencement of the SQMS “hard implementation” phase commencing in early April.
 - The overall project timeline remains unchanged for the Authority to achieve SQMS certification by June 30, 2021.

Via the Zoom chat function, Mr. Saltzberg asked if the safety manuals were vessel-specific or general; Mr. Davis said some of them are general, some of them are site- or vessel-specific.

Mr. Malkin then asked if the press could hold their questions for the public comment portion of the meeting.

License Amendment for Cape and Islands Transport Inc.:

Mr. Davis said the amendment would allow Cape and Islands Transport Inc. (“CIT”) to operate either the *M/V Pied Piper* or the *M/V Sandpiper* to conduct its seasonal passenger transportation service between Falmouth Inner Harbor, Falmouth and Edgartown Memorial Wharf, Edgartown during portions of 2021. Additionally, the company was seeking to operate a yet-to-be-purchased ferry with a passenger capacity of less than forty (40) passengers between Falmouth Inner Harbor, Falmouth, and Vineyard Haven Marina, Tisbury, to provide a shuttle service for employees and customers of a local restaurant affiliated with CIT. Mr. Davis said the company was also asking that employees of the affiliated business not be subject to inclusion in the license fee payments to the Authority.

Attorney Robert Ament appeared via Zoom on behalf of CIT and stated that the company would agree to include customers of the restaurant in the license fee calculations, but asked that the employees not be included as the current

license states that CIT's employees are not considered "passengers" for the purpose of calculating the licensing fees. Mr. Ament said that, after submitting the original proposal for one (1) trip to Vineyard Haven Marina in the morning and one (1) return trip in the evening, it was determined there may be demand for a luncheon trip, but the second daily trip was still being considered by CIT.

Mr. Malkin noted that the Authority's 2020 operating loss was largely tied to its loss of passenger traffic and asked why the Authority would permit a new service to carry passengers and replicate a service the Authority already provides. Mr. Davis said the timing of the trip would leave the possibility that customers to the affiliated restaurant would be coming over on Authority vessels, but leaving on the CIT vessel at the end of the night.

Ms. Tierney asked why the Authority would waive the cost of transporting an employee of an affiliated business and not a direct employee of the ferry company, saying it created a potentially "dangerous" precedent. Mr. Davis said that was precisely why he wanted to bring it to the Board's attention. Furthermore, he stated he had not spoken with any Tisbury representatives to find out if they had issues with the potential service.

Mr. Kenneally noted the request would limit the definition of what a "passenger" was according to the current license agreement, and noted that CIT's employees would be traveling with the Authority or another ferry company were this proposed new service not approved.

Mr. Ranney asked why this was an issue now and it had not been in previous years; Mr. Ament said it was an evolution of the affiliated business and a reflection of the difficulty in finding workers on the Vineyard for these positions.

Mr. Jones and Ms. Tierney both stated they wished to delay acting on the second provision of the request for at least a month given the questions surrounding the license equation and the affiliated restaurant's employees. Mr. Ament said he was amenable to having those employees counted in the licensing equation if the Board wished to move forward, noting that the last trip proposed as part of the extra service would help keep diners at the restaurant later as it would allow them to not have to rush to catch the last Authority trip to Woods Hole. Mr. Malkin said he found the entire concept of the new service to be problematic at this point.

At 11:13 a.m., Ms. Wilson's participation in the meeting was briefly interrupted.

Mr. Davis said the Board could take up the matter of the vessels and table the other request until further discussions could be had.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Ms. Tierney – to authorize the general manager to execute a license agreement amendment with Cape & Islands Transport Inc. that would allow the company to add the *M/V Sandpiper* as a substitute vessel for the *M/V Pied Piper* to provide licensed service between Falmouth Harbor and Edgartown, as recommended in Staff Summary No. L-512, dated February 11, 2021.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	<u>35 %</u>	_____
TOTAL	100 %	0 %

IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to table the request for additional service by Cape and Islands Transport between Falmouth Inner Harbor, Falmouth, and Vineyard Haven Marina, Tisbury, as described in Staff Summary No. L-512, dated February 11, 2021.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	<u>35 %</u>	_____
TOTAL	100 %	0 %

Proposed Draft of the 2021 Capital Budget:

Mr. Rozum then presented the proposed 2021 Capital Budget, which includes approximately \$6,700,000 in projects for the year. Mr. Rozum said the

Authority’s special-purpose funds have approximately \$15,000,000; the Authority has commitments for \$15,850,000 this year. If the Authority’s budgets hit their target, then it is expected that \$12,500,000 will be transferred to the fund this year.

Mr. Rozum then reviewed the projects on the proposed budget as follows:

<u>PROJECT TITLE</u>	<u>ESTIMATED COST</u>
Shuttle Replacement - Golf Cart	\$ 10,095
Purchase of Welding Equipment for Fairhaven Maintenance Facility	\$ 12,412
Janan Handheld NFC Scanners – Grant Funds for 80% of Cost	\$ 50,000
Purchase Four (4) Heavy-Duty Four-Post Lifts	\$ 56,414
PC/Laptop Replacements	\$ 75,000
Shuttle Van Replacement - Hyannis	\$ 98,000
Shuttle Van Replacement - Woods Hole	\$ 98,000
Purchase JCB 512-56 Telescopic Telehandler (Lull) for Fairhaven	\$ 157,000
Install Outdoor Digital Signage at All Five (5) Terminals	\$ 250,000
Vessel Design and Engineering	\$ 500,000
Development of New Website and/or Mobile Application – Grant Funds for 80% of Cost	\$ 2,000,000
Purchase Three (3) Electric Shuttle Buses – Approved at 1/25/21 Board Meeting – Grant Funds of \$875,000	\$ 2,950,000

Mr. Davis noted that an additional shop building at the Falmouth Maintenance Facility was also listed at an estimated cost of \$4,500,000, of which \$3,500,000 would be covered by grant funds that were unable to be transferred to another project.

Mr. Davis noted that the Port Council had voted to recommend approval of the Capital Budget to the Board at its February 3, 2021, meeting; since then, \$500,000 had been added to cover the cost of vessel design and engineering for the Authority’s next ferry boat. The preliminary steps in the process will be to conduct a survey on the conditions of the Authority’s current vessels by a qualified marine surveyor. In 2012, a similar survey was performed by Marine Safety Consultants of Fairhaven, Massachusetts, on the *M/V Martha’s Vineyard*, *M/V Eagle*, *M/V Gay Head*, *M/V Governor*, *M/V Katama*, *M/V Nantucket* and *M/V Sankaty*. The *M/V Island Home* and *M/V Iyanough* were not included as

those vessels were in service for only five (5) years at the time. The surveys were updated in 2018 and found seven (7) of the vessels are over twenty-five (25) years old, six (6) of which are over thirty (30) years old; and the Authority's oldest vessel, the *M/V Governor*, is sixty-seven (67) years old.

Mr. Malkin asked if investigating what the Authority's needs would be for types of vessels, specifically if electric and/or hybrid vessels were appropriate for its operations, is included in that project. Mr. Davis said it would include some preliminary steps in that process.

Ms. Wilson asked how the 10-year capital budget fits into the Authority's strategic planning process; Mr. Davis said that the strategic planning Request for Proposal had been put on hold due to the COVID-19 pandemic, but as a clearer picture of the Authority's finances was developed through this year, he said he felt the project should be restarted in parallel with the vessel design and engineering work.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Ranney – to approve the 2021 Capital Budget as recommended in Staff Summary No. A-659, dated February 10, 2021.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
TOTAL	100 %	0 %

Report on 2020 Embarkation Fees:

Mr. Rozum summarized the embarkation fees remitted by the Authority to the Commonwealth of Massachusetts Department of Revenue for 2020, totaling \$730,022. The total is a 31.6% decrease in the fees collected over the prior year, which is commensurate with the overall drop in passenger traffic for the year.

The fees were paid as follows:

<u>Town</u>	<u>Total fees</u>
Barnstable	\$ 82,788*
Falmouth	\$285,975
Nantucket	\$ 81,130
Oak Bluffs	\$ 49,248
Tisbury	\$230,881

*Barnstable fees were distributed as such: 75% to the Town of Barnstable, 25% to the Town of Yarmouth.

Change Order No. 138 for Contract No. 16-2017,
Woods Hole Ferry Terminal Reconstruction – Waterside:

Mr. Davis reported that, on January 26, 2021, Jay Cashman Inc. sent a letter to the Authority advising that it was encountering “obstructions at monopiles 24, 29 and 31, which have required additional work including redriving and relocating piles.” The letter further stated that “(t)wo of the ten Slip No. 1 monopiles including monopile 24 and monopile 31 could not be installed to the required final tip elevation after several attempts were made at the direction of SSA due to boulder obstructions.”

Mr. Davis also noted that, on January 29, 2021, Cashman sent another letter to the Authority in support of its request for Change Order No. 138, stating that the prospective additional costs for all work related to the redesign of monopiles No. 24 and No. 31 are not included in this change order request since they are presently unknown. Mr. Davis advised that the total of the change order was \$208,610.

Mr. Ranney noted that the obstructions were always going to be a problem and that the Board had little choice in the matter. Ms. Wilson agreed it was a problematic area.

IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to authorize the general manager to approve Change Order No. 138 to Contract No. 16-2017, Woods Hole Ferry Terminal Reconstruction – Waterside,” with Jay Cashman Inc., at a total cost of \$208,610, as recommended in Staff Summary #GM-755, dated February 11, 2021.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney		10 %
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
TOTAL	90 %	10 %

Purchase of Computer Storage Hardware:

Mr. Davis said the Authority currently uses two (2) devices to back up its servers, desktops and laptops data. The primary device is located in Falmouth, and as currently configured, the primary device also replicates its data to a secondary device located in Mashpee. The current devices were purchased in February 2018 and are fast approaching full utilization.

The proposed replacements will include two (2) primary devices, both located in Falmouth. The backups, meanwhile, will be now replicated to the cloud instead of Mashpee. The cost of the new equipment, including installation, is \$189,590. A five-year Unlimited Cloud Storage and Support agreement is \$852,640. Discounts and incentives available through February 2021, including the trade-in of the existing devices, amount to a credit of \$706,195, for a total net contract price of \$336,035.

IT WAS VOTED – upon a motion by Mr. Ranney, seconded by Mr. Malkin – to authorize the general manager to award, subject to the Commonwealth of Massachusetts’ ITC73 Contract, the replacement of computer storage hardware currently used to back up servers, desktops and laptops to IntraSystems Inc. of Braintree, Massachusetts, for a total Net Contract Price of \$336,035.00, as recommended in Staff Summary #MIS-2021-02, dated February 11, 2021.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	_____
TOTAL	100 %	0 %

Public Comment:

Mr. Saltzberg asked if the Authority had assessed the cause for the hull crack in the *M/V Katama*, what the timeline was for returning the vessel to service and where the funding for the repair is coming from. Mr. Davis said the vessel was at the Authority's Fairhaven maintenance facility and was scheduled to travel to Thames Shipyard in New London, Connecticut, early the following week for a dry dock. At that point, the affected hull plating could be replaced and a more thorough investigation would be conducted.

At 11:51 a.m., Ms. Wilson said she would entertain a motion to adjourn.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Ranney – to adjourn the meeting in public session.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Ms. Tierney	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	_____
TOTAL	100 %	0 %

A TRUE RECORD

ROBERT F. RANNEY, Secretary

**Documents and Exhibits Used at the
February 16, 2021, Meeting in Public Session of the
Woods Hole, Martha's Vineyard and Nantucket Steamship Authority**

1. February 16, 2021, Meeting Agenda, posted February 11, 2021.
2. Video and audio recording announcement.
3. Statement regarding remote participation.
4. Minutes of the Board's January 25, 2021, meeting in public session (draft).
5. Minutes of the Port Council's February 3, 2021, meeting in public session (draft dated February 11, 2021).
6. Advanced Reservation Activity by Month, All Routes, as of February 7, 2021, and February 14, 2021.
7. Business Summary for the month of December 2020.
8. PowerPoint presentation, Business Summary – December 2020, dated February 16, 2021.
9. PowerPoint presentation, Woods Hole Terminal Reconstruction Project update, dated February 16, 2021.
10. PowerPoint presentation, M/V Woods Hole Dry Dock Thames Shipyard, undated.
11. Staff Summary #L-512, Amendment of License Agreement with Cape & Islands Transport Inc., dated February 11, 2021.
12. Staff Summary #A-659, Proposed 2021 Capital Budget, dated February 10, 2021.
13. Staff Summary #GM-755, Woods Hole Terminal Design Change Order 138, Contract No. 16-2017, Woods Hole Ferry Terminal Reconstruction – Waterside, dated February 11, 2021.
14. Staff Summary #GM-752, Woods Hole Terminal Reconstruction Change Order No. 134 to Contract No. 16-2017, dated January 12, 2021.
15. Staff Summary #MIS-2021-02, Replacement of Hardware Used for the Steamship Authority's Data Backup, dated February 11, 2021.