

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

The Meeting in Public Session

March 16, 2021

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority met on March 16, 2021, beginning at 9:31 a.m., in the second-floor conference room of the Authority's Hyannis terminal building, located at 141 School Street, Hyannis, Massachusetts. Four (4) Members were present and participated via Zoom videoconferencing: Chair Kathryn Wilson of Falmouth; Secretary Robert F. Ranney of Nantucket; Robert R. Jones of Barnstable; and James M. Malkin of Dukes County. Vice Chair Moira E. Tierney of New Bedford was absent.

Port Council Vice Chairman Eric W. Shufelt 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; and Director of Human Resources Janice L. Kennefick.

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; George Brennan (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:

IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to approve the minutes of the Board’s January 25, 2021, and February 16, 2021, meetings in public session.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
TOTAL	90 %	0 %

Port Council’s Report on its March 3, 2021 Meeting:

Mr. Shufelt said the Port Council meeting included the following:

- A review of COVID-19 activities to date, including the possibility of vaccination clinics for the Authority’s employees, which Mr. Davis said might be forthcoming in the next few weeks.
- A review of the January 2021 business summary by Mr. Rozum.
- Updates on the progress of the Woods Hole Terminal Reconstruction Project, the dry dock of the *M/V Woods Hole*, the Safety Quality Management System project, and the website redesign project.
- A discussion of the proposed 2022 Operating Schedules.
- A draft of Mr. Davis’ 2021 goals and whether or not they should conform to a calendar year or his contract year, which runs from July 1 – June 30 of each year.
- A discussion of prior requests by the Port Council to begin a review of potential changes to the Authority’s Enabling Act in light of the financial challenges posed by COVID-19. Mr. Davis indicated he would issue a memorandum on that matter for the Port Council’s next meeting.

Regarding the Enabling Act, Mr. Jones told the Members the recommendation had been to amend the legislation to allow for a rainy-day fund for the Authority. He said he agreed with Mr. Davis' recommendation that such a change not be pursued, but said he wondered if it should be a discussion for the Board as well. Although he thought reopening the Enabling Act could present other difficulties, he said he thought when a member of either board came up with a recommendation, there should at least be a discussion of such as a courtesy to that member.

Ms. Wilson asked if it should be an agenda item for future discussion; Mr. Malkin said, based on what he has learned about the Authority and its finances in the last year, he agreed with Mr. Davis and was comfortable with the Enabling Act as it currently was written. Mr. Jones said his primary focus was to provide the Port Council with an answer to its question, and further noted that, to establish a rainy-day fund, the Authority would have to raise rates to put that money aside. If there was an ongoing financial situation that would make such a fund prudent, it would be a different situation, but that is not the situation.

Mr. Davis confirmed he intended to put his formal position on the matter in writing in time for the April meetings of the Port Council and 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 to hopefully reduce potential sources of the virus at the Authority's facilities, vessels, and buses.
- Despite Gov. Baker's order requiring masks even when social distancing is possible and President Biden's Executive Order 13998 requiring "masks be worn on all public maritime vessels, including ferries, to mitigate the risk of spreading COVID-19," mask wearing compliance continues to be a challenge.
- 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.
- Staff continues to monitor demand for vehicle space, but it is anticipated that the schedule modifications that became effective January 16, 2021, will remain in effect through the end of the schedule, which is March 31, 2021.
- The Authority is working with its Nantucket and Hyannis employees on what measures can be taken in order to resume driver services, at least initially for Nantucket residents.
- The Authority continues to work with its concessionaire, Centerplate, on reopening plans, which may include landside services only, for instance, with a food truck; limited pre-packaged food and drink with outside-only consumption; and/or greater use of vending machines. Like a number of businesses, Centerplate will need to "ramp up" operations and there is a concern that staffing will be an issue. Both parties have tentatively agreed to the start of the early summer schedule, May 19, 2021 as a potential target date.
- 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 135,500 visits, with approximately 3,000 visits in the last thirty (30) days and nearly eight hundred (800) in the past seven (7) days.

Mr. Ranney said the Authority should certainly be looking at ways to resume concessions, especially as the trip to Nantucket aboard the traditional ferry is more than two hours long. He said he understands the COVID-19 safety protocols, but it would be nice to offer some level of refreshment aboard the ferries, regardless if it is hot food, vending, or a combination. He asked if a positive COVID-19 test among a concession employee would shut down an entire crew, and Mr. Davis said the Authority would treat it the same as it does when a vessel crewmember tests positive and the entire crew would be taken off duty

and tested. He said, by the time concessions return, he hoped that vaccinations would be made available to most of the Authority's employees.

Mr. Malkin said he has not heard as much about concessions since his constituents have a shorter trip, but he also felt some level of concessions aboard the vessels would be appropriate. He asked if the lack of concessions might be deterring people from traveling with the Authority as a walk-on passenger; Mr. Davis said it might, particularly on the Nantucket route, as one of the Authority's competitors had its concessions open.

Ms. Wilson asked what other ferry operators are doing in this regard, and Mr. Davis noted that Centerplate also has the contract for Washington State Ferries, which has not offered concessions since last year. Some other local operators did open concessions last summer, but a point came later in the year where they were shut down due to low passenger traffic. He said he suspected other local operators would be ramping up operations as the summer neared.

Results of Operations:

Mr. Davis reviewed the results of the January 2021 business summary via a PowerPoint presentation, which showed the Authority carried fewer passengers (down 19.4%) but more automobiles (up 1.1%) and trucks (up 4.0%) than the same month the prior year.

Mr. Davis said the Authority's total income for January 2021 was approximately \$4,909,000 and the total expenses were approximately \$8,283,000, for a net operating loss for the month of some \$3,374,000, approximately \$957,000 less than anticipated in the 2021 operating budget. Mr. Davis noted that the positive variance was a timing issue and those costs would be realized in the following month's data.

During the month of January 2021, the Authority's vessels made a combined 1,465 trips, of which eight (8) were canceled for mechanical reasons on the Vineyard route and two (2) were canceled for mechanical reasons on the Nantucket route, he said.

Mr. Jones asked when it makes sense for the Authority to cancel a trip due to traffic demands, and Mr. Davis stated it depended on the capacities of the surrounding trips and if that traffic could be accommodated otherwise. The schedule reduction that happened in January took place after a review of the bookings to that point and the historic traffic demands.

Woods Hole Terminal Reconstruction Project:

Mr. Davis said marine contractor Jay Cashman Inc. continued to work to connect the tieback rods to the bulkhead wale and the sheets for the deadman wall. Cashman also installed the wale around the 48-inch diameter storm water outfall. The landside crew completed the bulkhead work and cut the steel sheets to the designed elevation. On the north side of the site, carpenters and ironworkers installed the forms and rebar for the concrete wall. Divers mobilized at the north bulkhead area to begin hanging the sheet pile and securing the toe of the sheets underwater.

Meanwhile, Cashman's barge crew completed driving the piles for the passenger float and welded the steel caps on the piles, Mr. Davis said. They also started installing the falsework for the southern head dolphin, which will be supported on twelve (12) 18-inch diameter piles. The barge crew started cutting the monopiles to their design elevation and welding fender spool piece stand offs to the monopiles. Another crew worked on grouting the precast decking for the passenger pier and installed the last precast deck planks for the pier. The carpenters continue to pre-fabricate the canopy for the south pier at our Gifford Street property.

Thus far, the Authority has sent out 138 weekly community email updates for the project.

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

Mr. Jones asked if the stormwater system had an oil separator installed to prevent any spills from the landside operation from being washed into the ocean. Mr. Cloutier said a "frac tank" accomplishes that and separates oil and water before the stormwater is released into the ocean. Mr. Cloutier said this system is temporary and that, once it is completed, oil/water separators will be installed in the catch basins. The system will also have a valve to stop the flow of stormwater into the ocean in case of a spill.

Regarding the landside portion of the project, Mr. Davis said the first community input session on the landside design phase of the project had been scheduled for 5:30 p.m. on March 23, 2021, via Zoom. The project's design team, led by BIA.studio, will be on the call to discuss design criteria and objectives. The Authority is attempting to foster an open dialogue with community stakeholders, to answer questions related to the project design, and to listen to public comments and input.

Mr. Davis noted this session is being held to coincide with the completion of approximately 40% of the schematic design phase; a second session will be held when the schematic design phase is at approximately 90% completion. Then, during the subsequent design development phase, sessions will again be held at the 40% and 90% milestones (approximately in October and December 2021). Mr. Davis noted that, since the last time the landside project was presented to the Board, BIA.studio had made some changes to the plan, including an entrance on the east side of the building and moving the bike parking from Cahoon Park to the north side of the vehicle staging area.

In response to a question from Mr. Jones, Mr. Davis said the updated designs would be posted on the website in a matter of days and he would be sure to forward them to the Board.

Ms. Wilson said she appreciated the Authority keeping Cahoon Park open as an option for residents, as it was a special place for both locals and visitors.

M/V Woods Hole Dry Dock Status:

Mr. Amundsen shared a PowerPoint presentation regarding the dry docking of the *M/V Woods Hole* at Thames Shipyard in New London, Connecticut, which had recently been completed. The highlights of the project included the installation of a new diesel oil purifier system; overhaul of two (2) generators and alternators; overhaul of port and starboard tail shafts and bearings; and overhaul of the bow thruster. The contract price with credits was \$751,982, but following change orders the updated price was \$907,485.

M/V Governor Dry Dock Status:

Mr. Amundsen shared a PowerPoint presentation regarding the dry docking of the *M/V Governor* at Thames Shipyard. The highlights of the project include an overhaul of the rudder, tail shafts, and bearings; an overhaul of the generator alternators; and blasting and coating of hull areas. The total contract price is \$808,183, he said. In response to a question from Mr. Jones, Mr. Amundsen said no engine work was planned for this dry dock.

Mr. Malkin noted there had been a number of mechanical cancellations of late and asked Mr. Amundsen if he was comfortable with the Authority's maintenance program and its progress. Mr. Amundsen said the focus is on critical equipment, namely generators and steering system. He noted there was an event recently that required the replacement of main bearings on the *M/V*

Island Home; when that vessel came out of its repair period, vibrations were noted and the prudent course of action was to perform vibration analysis, and all was found to be in good order. He said he thought the Authority would have a successful year.

SQMS Status:

Mr. Davis provided the following updates regarding the Safety Quality Management System (SQMS) project:

- Substantial work on the development of the Support Operations Manual and the development of the SQMS Guide has been completed.
- Onsite training has started with vessel personnel and has been well-received. Participants have been engaged, have asked relevant questions, and have raised pertinent concerns.
- Preparation for “hard” implementation, which will start in early April, has begun and will be accompanied by a related plan to account for pertinent tasks, including distribution of hard-copy checklists and forms, including logbooks.
- Vendor SMSLLC has contacted the American Bureau of Shipping to begin discussions concerning certification of the SQMS and has recommended the Authority start application for certifications in April.
- The overall project timeline remains unchanged for the Authority to achieve SQMS certification in June 2021.

Mr. Jones said he would like the opportunity to physically view the documents created during this process so he could better identify what was being produced. Mr. Davis said Member access to the training sessions now under way could be arranged.

Website Redesign Status:

Mr. Driscoll provided the following updates:

- The project team has conducted internal surveys to gather feedback on what works and what does not about the Authority’s current website, as well as a wish list for the new site and/or mobile application.
- An online survey to gather customer comments in the same vein was launched Friday, February 19, 2021, and will remain open through 11:59 p.m. on Sunday, March 21, 2021. The threshold for a statistically viable sample was set at 1,000 survey responses; as of the prior week,

- more than 1,500 surveys had been completed. Qualified participants will be able to enter a drawing for one (1) of four (4) \$500 gift cards, either to Amazon.com or to a local merchant of their choice.
- Meanwhile, the Authority's marketing research firm, Consumer Insight Associates, is in the process of completing phone interviews with twenty-eight (28) key stakeholders with whom they will conduct telephone interviews to get more in-depth input on the website redesign. The list of interviewees includes representatives from both the Port Council and Board, as well as government, business and community representatives from both the islands and the Authority's mainland communities.
 - The website redesign project committee expects to receive a final report on the survey the week of April 5, 2021, and they will use that information to help develop the RFP.
 - After interviewing two (2) firms, the website redesign project committee has selected Regan Digital Studio to provide technical guidance and assistance to the project team as we work to develop the Request for Proposals. Like Pierce-Cote Advertising, Regan Digital is a division of Regan Communications, the Authority's longtime communications and advertising partner. Regan Digital's president, Dave Jensen, has more than fifteen (15) years' experience in operations and digital marketing. Mr. Jensen not only has a deep well of technical knowledge but insight into industry trends, both of which will help the Authority develop a new website to better serve its customers. An added benefit is a continuation of the Authority's partnership with Regan, which will allow their years of familiarity to be reflected in the design efforts.
 - The project team expects to issue the RFP in May 2021, and bring a recommendation to the Board for a vote in August or September 2021.

Regarding the project cost as included on the 2021 Capital Budget, Mr. Driscoll stated he wished to clarify that \$2,000,000 was the total available funding based on grant awards from the FAST Act Ferry Boat Program. On the Cape Cod Metropolitan Planning Organization's 2020 Transportation Improvement Plan, both the redesigned website and a mobile web application were listed as separate Projects In Need of Funding in the amounts of \$1,250,000 and \$750,000 each, respectively. These amounts were priced individually and may realize cost savings based on the specific bids and vendors who reply to the RFP. In the event the total costs come under those levels, the Authority may have the opportunity to reallocate remaining grant and capital funding. Mr. Driscoll further stated the funding could be used for not only the development process but also any equipment upgrades that may be required as a result of this process. As with any procurement item of more than \$100,000, the contracts for this project will come to the Board for review and approval.

Mr. Jones noted he had spoken with the survey research firm and had a good conversation; he noted that the website team seemed to be doing its due diligence on the project.

Proposed 2022 Operating Schedule:

Mr. Davis said the preliminary draft of the proposed 2022 Operating Schedules was being presented for discussion purposes only.

Mr. Davis said the proposed 2022 operating schedules from January 5, 2022, to January 2, 2023, would start one (1) day earlier than 2021 for both the Martha's Vineyard and Nantucket routes, but would end two (2) days earlier. The 2022 Martha's Vineyard and Nantucket operating schedules would be essentially the same as 2021 with the exception of the assigned vessels and the start and end dates of the schedules.

Mr. Davis said staff initially had proposed to the Port Council that the winter schedule for the Vineyard route be split into two (2) schedules. The approved winter service for 2021 was scheduled to operate from January 4 through March 31, with the freight vessel berthing on island with a scheduled 5:30 a.m. trip. The 2022 early winter schedule for the Vineyard route initially was proposed to operate from the period January 5 through February 15 and then from the period February 16 through March 29, with the difference in these schedules being where the freight vessel will berth. Upon review of the January vehicle traffic and with the *M/V Island Home* being away for its scheduled dry dock and repair during this period, staff now is proposing that the freight boat, the *M/V Katama*, berth on the island during the winter schedule. The Port Council was notified that this revision was under consideration.

Mr. Davis noted the quantity of trips and the trip times for these schedules would be essentially the same as the approved 2021 schedule.

Mr. Davis noted the staff summary and the proposed 2022 operating schedules would be posted to the Authority's website so that they are available for public comment.

In response to questions from Mr. Malkin, Mr. Davis confirmed that the Authority would have essentially the same capacity in 2022 as 2021 and that, essentially, it had not increased capacity in three (3) years.

Ms. Wilson noted the 5:30 a.m. departure from Woods Hole remains a contentious issue but noted, until there is some other way for freight to be

shipped to the Vineyard, there were limited options. She asked if the trip could be run during a shorter time frame, for example starting in early June or ending in mid-September, rather than its current proposed time frame. Mr. Davis said a lot of the demand for the trip is dependent on the weather in the spring, which effects how soon the Vineyard and its businesses begin to “gear up” for summer. Mr. Davis said the Authority sees an uptick in vehicle demand right before Memorial Day weekend, which continues into June as school starts to get out. As the demand was seen, he said he was hesitant to shorten the time frame of the 5:30 a.m. trip, but noted the Authority’s decision to limit the size of trucks on the vessel and recent efforts to ensure trucks were not arriving too early for the trip.

Ms. Wilson said the 5:30 a.m. trip still involves a boat regardless of the size of the trucks, which still cause traffic issues. She said it is quite a bit different to stop running the trip than to say the trip was being run as quietly as possible.

Mr. Malkin said he thought there was demand for the trip on the Vineyard, and thanked Ms. Wilson for recognizing that. He said as he has learned more about the Authority in the last year, he has learned that the smaller trucks do cut down on the noise considered bothersome.

Mr. Jones said the issue was not unique to Woods Hole and that it could be recognized in Tisbury, in Barnstable, and on Nantucket. He said it is part of the system of transportation and he does not know how to mitigate that given the demand for the service.

Ms. Wilson said the Board should think about what the parameters are for the demand, asking if adding a 4:30 a.m. departure would ever occur if demand were high enough. Strategically speaking, she said it would be sensible to have a conversation about what the limitations of the demand were and whether the status quo needs to be maintained. She said, while the Board was not going to figure it out right now, it was still an issue and was not going to go away.

General Manager’s Goals for 2021:

Mr. Davis noted that, at the Port Council meeting, it was discussed whether his goals should coincide with the calendar year or continue to run on a July 1 – June 30 timetable as in years past. He said his goals coincided with the nonunion group’s performance and salary review period, but due to last year’s COVID-19 complications, he had been remiss in developing his goals during the usual time period. He then presented his proposed goals for 2021 as follows:

1. Complete Phase 4 of the reconstruction of the Woods Hole Terminal (marine work) before the start of the 2021 summer operating schedule on June 23, 2021.
2. Complete the schematic design phase, as well as the design development phase, for the Woods Hole terminal building and utility building, including opportunities for community engagements, and obtain the necessary permitting for the construction of the same.
3. Issue an invitation for bids and the award of a contract for the construction of the Authority's new maintenance warehouse, shops and office facility at the Authority's Falmouth Maintenance site on Bernard St. Jean Drive, subject to availability of funding.
4. Oversee a study of a website upgrade/redesign in preparation for the solicitation of proposals and award of a contract for the redesign of the website and/or development of a mobile application to begin in fall 2021.
5. Issue a request for proposal and the award of a contract for a qualified solar developer to develop solar array canopies at the Authority's Thomas Landers Parking Facility.
6. Complete a fleet useful life, functional obsolescence survey as the initial stage in the Authority's vessel replacement program.
7. Complete an evaluation on the feasibility for alternative power technology systems for the Authority's vessel replacement program.
8. Complete the development and implementation of the Safety Quality Management System in order to achieve certification in June 2021.
9. Pursue capital grant funding opportunities from the U.S. Department of Transportation's Federal Transit Administration and other federal and state agencies.

Mr. Jones said he was especially interested in the analysis of alternative power technology systems for the Authority's vessels, saying the public was "clamoring" for the clean power but, in his opinion, the technology was a long way off from being viable for the Authority for a myriad of reasons. Mr. Malkin noted that the Authority did not necessarily want to be on the "cutting edge" of the switch to renewable energy for the vessels but rather to be right behind it. He said he was happy the Authority was moving in that direction, but it needed to do so in a studied and considered basis.

Regarding the time frame of the goals, he noted, if the Board approved these goals, the Members would be evaluating Mr. Davis on them in approximately three (3) months. He said it would not be fair to either Mr. Davis or the Members and suggested extending the evaluation period to fifteen (15) months, or June 30, 2022, or switch to a calendar-year appraisal period.

Mr. Ranney said the goals traditionally coincide with the general manager’s review period, which was on a July 1 – June 30 time frame. He said if the Members thought it made more sense to do so on a calendar year basis, he was fine with that.

Ms. Wilson noted several of the goals were tied to availability of funding, which was a consideration of the time frame as well.

Mr. Davis said while the time frame got off track due to COVID-19, he thought it made sense to have all of the Authority’s management get back onto schedule with the June 30 time frame. However, he would accept the preference of the Members in this regard.

Mr. Jones said it made the most sense to have Mr. Davis provide a quick update as to the goals in June, then move into the next cycle. Mr. Ranney agreed, and Mr. Davis noted that progress of the goals was only one (1) segment of his evaluation process.

Ms. Wilson noted Mr. Davis had previously included facilitating the Long-Range Vineyard Transportation Task Force and Woods Hole/Falmouth Noise & Traffic Mitigation Working Group as a goal and asked why it was not included this year. Mr. Davis said both groups had been formed and had started meeting, and he expected as those groups presented recommendations to the Board that he would incorporate those into future goals.

IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Ranney – to accept the General Manager’s Goals for the Year 2021 as presented.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
TOTAL	90 %	0 %

Town of Falmouth Letter of Support:

Mr. Davis said, at the Working Group’s last meeting, discussions took place among the members about the Town of Falmouth approaching the Massachusetts Department of Transportation (MassDOT) regarding a review of

the speed limit and overall highway signage along Woods Hole Road. As part of that discussion, there was a question as to whether it would be appropriate for the Authority to send a letter of support to MassDOT in this regard. Mr. Davis said he did not see an issue with it but he wanted to bring it to the Members for their insight. He noted that the Authority has lent similar support to other communities along these lines.

Mr. Jones said he did not have an issue with it and noted that it would be more appropriate for the town, not the Authority, to make such a request. He said it might be a year or two before any action is taken by the state based on his prior experience with the speed at which such studies have run.

Ms. Wilson noted she had received an email from the Falmouth Department of Public Works stating that a letter of support would help get the ball rolling. Mr. Malkin said he wished to support “our friends in Falmouth” to get help with whatever is necessary.

IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to authorize the general manager to send a letter of support to the Massachusetts Department of Transportation regarding the Town of Falmouth’s request for a review of the speed limit and overall signage on Woods Hole Road.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	<hr/>
TOTAL	90 %	0 %

Following the vote, Mr. Malkin asked if the Members would be able to see a draft of the letter of support before it was sent; Mr. Davis said they would.

Treasurer/Comptroller’s Report:

Mr. Rozum then shared a PowerPoint presentation outlining the advanced vehicle reservations, passengers carried, automobiles carried, and trucks carried versus the 2021 budget estimates. Mr. Rozum noted that the truck and automobile traffic was roughly on par with the budget, so the Authority’s financial performance for the year would come down to the passenger revenue.

Public Comment:

Ms. Wilson then asked for public comment, but none was offered. She read a comment from the Zoom chat from an individual stating that the 5:30 a.m. boat is important to the island.

At 11:30 a.m., Ms. Wilson entertained a motion to go into executive session to discuss and approve the minutes of the Authority's meetings in executive session on January 25, 2021, and February 16, 2021; and to discuss the Authority's strategy with respect to the deployment of security personnel or devices because a public discussion of those matters may have a detrimental effect on the Authority's security. Ms. Wilson said the public disclosure of any more information with respect to these matters would compromise the purposes for which the executive session is being called. After the conclusion of the executive session, Ms. Wilson said the Board would not reconvene in public.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Ranney – to enter into executive session to approve the minutes of the Board's meetings in executive session on January 25, 2021, and February 16, 2021, and to discuss the Authority's strategy with respect to the deployment of security personnel or devices.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Ms. Wilson	10 %	
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
TOTAL	90 %	0 %

A TRUE RECORD

ROBERT F. RANNEY, Secretary

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

1. March 16, 2021, Meeting Agenda, posted March 11, 2021 (revised March 13, 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 Board's February 16, 2021, meeting in public session (draft).
6. Minutes of the Port Council's March 3, 2021, meeting in public session (draft dated March 12, 2021).
7. Business Summary for the month of January 2021.
8. PowerPoint presentation, Woods Hole Terminal Reconstruction Project update, dated March 16, 2021.
9. PowerPoint presentation, *M/V Woods Hole* Dry Dock Thames Shipyard, undated.
10. PowerPoint presentation, *M/V Governor* Dry Dock Thames Shipyard, undated.
11. Staff Summary #SO-2021-02, Preliminary Draft of the Proposed 2022 Operating Schedules, dated March 10, 2021.
12. General Manager's Goals for the Year 2021, undated draft.
13. PowerPoint presentation, Treasurer's Report – March 2021, dated March 16, 2021.
14. Statement to be read prior to going into executive session.