

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

**The Meeting in Public Session**

**June 22, 2021**

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority met on June 22, 2021, beginning at 10:00 a.m., in the first-floor conference room of the Authority's administrative office building, located at 228 Palmer Avenue, Falmouth, 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.

The Authority's Port Council also met jointly with the Authority Members at this meeting. Four (4) Port Council members were present and participated via Zoom videoconferencing: Chairman Edward C. Anthes-Washburn of New Bedford; Nathaniel E. Lowell of Nantucket; Joseph E. Sollitto Jr. of Oak Bluffs; and John F. Cahill of Tisbury. Vice Chairman Eric W. Shufelt of Barnstable, Secretary Robert S.C. Munier of Falmouth; and Member Mark H. Rees of Fairhaven were absent.

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 A. Amundsen; Reservations and Customer Relations Manager Angela C. Campbell; Woods Hole Reconstruction Project Manager William J. Cloutier; Director of Shoreside Operations Alison A. Fletcher; 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; Noah Asimow (representing the *Vineyard Gazette*) and Rich Saltzberg (representing the *Martha's Vineyard Times*) each stated they were making an audio recording of the meeting.

Remote Participation by All Members:

Ms. Wilson announced, pursuant to the Senate Bill 2475 signed into law by Governor Baker on June 16, 2021 and in line with social distancing guidelines followed during the COVID-19 pandemic, all Board Members and Port Council Members were participating remotely in the meeting because their physical attendances would be unreasonably difficult. All Board Members and Port Council Members participated in the meeting by the Zoom video conferencing app 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 taken by roll call vote.

Minutes:

Mr. Cahill asked that, on Page 6 of the minutes, the number of trucks able to be carried on the 5:30 a.m. trip be clarified to be trucks of forty (40) feet or under. Upon a motion by Mr. Lowell and a second by Mr. Sollitto, the Port Council **voted** 4-0 to approve the minutes of its meeting of May 5, 2021 subject to Mr. Cahill's change.

**IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Ranney – to approve the minutes of the Board's May 18, 2021, meeting in public session.**

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

Update on Ransomware Incident:

Mr. Davis provided an update on the June 2, 2021, ransomware incident, a copy of which is attached to these minutes as Exhibit A.

Mr. Malkin said there had been concern from various parties about the inability of the Authority to provide more detail during the course of the issue and asked if it was now fair to say that no customer data was taken from the Authority. Mr. Davis said the Authority is continuing to work with law

enforcement and third-party cybersecurity forensic investigators on that issue. Mr. Malkin asked if the major impact was to the online reservation system; Mr. Davis confirmed that the website was offline due to the incident.

Regarding customer data, Ms. Wilson asked if Mr. Davis was simply unable to provide information on that matter at this time; Mr. Davis concurred.

Report on COVID-19:

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

- Per Executive Orders issued by Gov. Baker and President Biden, masks are “to be worn on all public maritime vessels, including ferries, to mitigate the risk of spreading COVID-19.”
- On March 22, 2021, the U.S. Coast Guard issued an update to its February 1, 2021, Marine Safety Information Bulletin (MSIB 02-21) titled “COVID-19 Safety Requirements in the Maritime Transportation System.” This update requires wearing of a mask, but also includes a list of exemptions, including children under two (2) years old, individuals with a disability who cannot wear a mask, and for a brief period while eating, drinking, or taking medication.
- In the past week, the Coast Guard issued yet another update titled “COVID-19 Safety Requirements in the Maritime Transportation System.” This update, consistent with CDC guidelines, amends MSIB 02-21 to no longer require people to wear a mask in outdoor areas of conveyances or while outdoors at transportation hubs.
- The Authority continues its cleaning and sanitization efforts to hopefully reduce potential sources for the virus at our facilities, vessels and on its buses.
- All personnel are given a wellness questionnaire, which includes a thermal scan by a non-contact scanner, which they need to complete and provide their supervisor to be given clearance to report to work or are sent home.
- The Authority continues to maintain a dedicated landing page on its website, [www.steamshipauthority.com/2019coronavirus](http://www.steamshipauthority.com/2019coronavirus), for COVID-19 updates. Customers are advised to continue to check there for updates, as well as the Authority's Facebook and Twitter pages, its eNews and local media outlets.

Mr. Davis noted that, unless circumstances warranted, this would be his final monthly COVID-19 update.

Woods Hole Terminal Reconstruction Project Update:

Mr. Davis provided an update on the Woods Hole Terminal Reconstruction Project. Since the last Board meeting, marine contractor Jay Cashman Inc.'s barge crew drove the two 42-inch diameter piles behind monopile No. 24. They also filled the mooring bollards and the piles with concrete. The landside crew continued to assist Lawrence Lynch Corp. and the other subcontractors with a variety of tasks. Lawrence Lynch finished trenching for the electrical conduits and continues to backfill the site to the design grade in preparation for paving. The electricians are setting up the distribution panel and the shore power panels. The carpenters and ironworkers formed the north head dolphin and the electrical distribution pad. The concrete subcontractor then poured the north head dolphin cube and the electrical distribution pad. IPC Lydon continues with the erection of the transfer bridge. The railing subcontractor is working on the siding for the floating passenger pier. The canopy subcontractor mobilized its carpenters to do the woodwork for the canopy.

Mr. Davis said, this week, the barge crew will demobilize the barge crane and the material barge in preparation for leaving the site. Lawrence Lynch will continue backfilling the site in preparation for paving. The electricians will concentrate on getting the transfer bridge powered and the shore power up and running. The railing subcontractor will continue working on the south passenger float. IPC Lydon will continue working on the transfer bridge. The concrete subcontractor will continue working on the north head dolphin. The canopy carpenters will continue work on the woodwork.

Thus far, the Authority has sent out 152 community email updates for the project.

Mr. Cloutier then shared a PowerPoint presentation with recent photographs from the site. The presentation also included a cost update for the project, showing the original contract price of \$43,143,280, change orders to date of \$9,478,115 (22% of the original contract price), and the total contract price of \$52,621,395, which is \$1,068,505 under the original waterside cost estimate.

Ms. Wilson's participation in the meeting was interrupted at 10:25 a.m. for approximately seven (7) minutes, during which time no business was conducted by the Board or Port Council.

Regarding the landside portion of the project, Mr. Davis noted that the second community input session on the landside design phase of the project had been scheduled for 5:30 p.m. that evening via Zoom. Ms. Wilson said she had

received several complaints about the short notice of the session, which had been postponed for one (1) week due to the ransomware incident. She said she had been told that, had the session not been held today, it would be a three-week delay, but she said if it was the Authority’s goal to engage the community then calling the session on short notice did not accomplish that goal.

Mr. Driscoll noted that the new date for the session had been determined only the prior week, and ads had run in the local newspapers the prior Thursday and Friday (June 24, 2021, and June 25, 2021, respectively). He said it had also been included in the weekly project email update as well. He further noted the session would be recorded and posted online for those who were unable to attend.

Ms. Wilson asked if the project architects might not need more time to prepare, as the presentation had not been provided to the public ahead of the session to allow them to provide more insightful comments. Chris Iwerks with BIA.studio said the team was ready to proceed with the design team and that the presentation had not been posted yet as they were preparing the new phasing diagrams. He said this was a good point for the presentation as there was a lot of new information to discuss in regard to the utility building and he felt it was valuable to keep the schedule.

Mr. Jones noted it was not the same to watch a recording of a meeting as it was to participate in it live. Mr. Malkin suggested a delay of at least one week; Mr. Davis said a delay would be preferable to give more time to advertise the session in the local media.

**IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jones – to delay the landside design community forum scheduled for June 22, 2021, for at least one week.**

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

SQMS Status:

Regarding the Safety Quality Management System (SQMS) project, Ms. Sampson said the project's consultants were recently on site assisting with the implementation of the Vessel Operations Manual (VOM) and the draft Support Operations Manual (SOM) remains under review. Certification of the SQMS remains scheduled for October 2021. Mr. Davis also noted that SMSLLC recently scheduled a phone call for himself and Mr. Kenneally to speak with Capt. James DeSimone, formerly the deputy commissioner and chief operating officer of the Staten Island Ferry, to provide an informal primer regarding SQMS implementation and related concerns.

Website Update/Redesign Status:

Mr. Driscoll said the RFP for the website redesign and creation of a mobile application went on the street June 1, 2021. The due date is August 16, 2021, and the project team expects to bring a recommendation to the Board at its October meeting. Mr. Driscoll thanked the project team and consulting firm Regan Digital Studio for their hard work.

Mr. Cahill asked if the RFP could be sent to the Board and Port Council for review; Mr. Driscoll said he would do so.

"8 Bells" Memorial Web Page:

Mr. Driscoll said Mr. Lowell had asked at the February 3, 2021, Port Council meeting, about finding a way to acknowledge the passing of longtime employees. In response, a memorial page on the Authority's website has been established to note the deaths of individuals with connections to the Authority. The site, [www.steamshipauthority.com/eightbells](http://www.steamshipauthority.com/eightbells), is named in recognition of the maritime tradition in which the striking of the ship's bell eight times marked the end of a watch. The tolling of eight bells has also come to recognize the death of a seaman.

Mr. Driscoll said the Authority would include the following individuals on the site: former or retired employees who spent approximately twenty (20) years or more with the Authority; employees who die while working for the Authority; and current or former Board or Port Council members. The Authority will only include those individuals whose publicly available obituary specifically mentions their affiliation to the Steamship Authority, or whose family has directly contacted the Authority about their passing.

Mr. Lowell thanked the staff for their work in this regard.

2022 Winter and Spring Operating Schedules:

Mr. Davis then reviewed the proposed 2022 Winter and Spring Operating Schedules for the Nantucket and Martha's Vineyard route.

As proposed, the winter and spring operating schedules for the Nantucket route would start on January 5, 2022, one day later than in 2021, and run through May 16, 2022, two days earlier than this year. In addition, the 2022 Nantucket operating schedules would be essentially the same as the ones approved for 2021 with the exception of triple crewing the freight boats during the spring schedule, Mr. Davis said.

The winter and spring operating schedules for the Martha's Vineyard route would, likewise, start on January 5, 2022, one day later than in 2021, and run through May 16, 2022, two days earlier than this year. The Martha's Vineyard route would see no changes to the trip times, quantity of trips, or vessel crewing during these schedules, with the exception of the *M/V Nantucket* operating in place of the *M/V Island Home* during portions of the winter schedule, Mr. Davis said.

Mr. Davis noted a public hearing on the 2022 proposed schedules had been held May 3, 2021, and the only comments received at or following the hearing regarding the Nantucket route was for an increase in trips or allocations. The majority of the comments received regarding the Vineyard route have been directed at freight travel levels on that route; specifically, the traffic on the 5:30 a.m. departure from Woods Hole. Thus, staff was recommending approval of the winter and spring schedules at this time.

Mr. Lowell asked when the *M/V Sankaty* would be triple-crewed; Mr. Davis said it would be starting March 30, 2022. Mr. Lowell said he worried that might be too early in the schedule; Mr. Davis said the extra service on the vessel had been needed more often than not in 2021 so he felt it would be warranted. Ms. Wilson asked if Mr. Lowell's concern was over staffing; Mr. Lowell said management understood those costs, but his concern was more over the schedule itself. Mr. Davis said it would be beneficial for the Authority to run it as a triple crew rather than trying to crew vessels on short notice for extra service.

Then, upon a motion from Mr. Lowell and a second from Mr. Sollitto, the Port Council **voted** 4-0 to recommend approval of the 2022 Winter and Spring Operating Schedules as presented.

Mr. Malkin noted that, despite the need and concern on the Vineyard about the 5:30 a.m. trip from Woods Hole, staff was waiting to bring that schedule to the Board to consider the comments raised by people in Woods Hole.

**IT WAS VOTED – upon a motion by Mr. Ranney, seconded by Mr. Jones – to approve the 2022 Winter and Spring Operating Schedules as recommended in Staff Summary #SO-2021-03, dated June 17, 2021.**

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

Proposed Salary Increases for Non-Union Personnel:

Mr. Davis said wage and salary increases for non-union personnel are effective July 1 of each year, if granted, based on annual supervisory employees' performance evaluations. Each year, management staff seeks updated market data for wage and salary budget and structure adjustments from Willis Towers Watson, a leading global advisory firm for employee compensation and benefits. Based on their most recent analysis, the recommendations were for an overall wage increase of 3.0% and a salary structure adjustment of 2.1%.

Mr. Jones asked what last year's increase was; Mr. Davis said there was none for nonunion personnel due to the financial effects of COVID-19. Unionized employees, however, received scheduled wage adjustments per their respective bargaining unit contracts.

**IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to approve the 2021 non-union performance wage and salary increase program as recommended in Staff Summary #HR-2021-01, dated June 17, 2021.**

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

Results of Operations:

Mr. Rozum reviewed the results of the April 2021 business summary via a PowerPoint presentation, which showed the Authority carried fewer passengers (down 6.0%), but more automobiles (up 13.5%) and trucks (up 4.7%) than the same month in 2019, which was the month used for the 2021 budget projections due to the COVID-19 pandemic in 2020.

Mr. Rozum said the Authority's operating income for April 2021 was approximately \$9,045,000 and the operating expenses were approximately \$8,930,000, for a net operating income for the month of some \$59,000, approximately \$534,000 more than anticipated in the 2021 operating budget. Year-to-date net operating losses were \$11,104,000, approximately \$2,196,000 below budget.

During the month of April 2021, the Authority's vessels were scheduled to make a combined 1,942 trips, of which zero (0) were canceled for mechanical reasons on either the Martha's Vineyard or Nantucket routes, he said.

Mr. Rozum then reviewed advanced reservations as of June 14, 2021, which showed that from June 15-June 30, 2021, reservations were essentially flat compared to 2019; in July they were approximately 115% of their 2019 levels; approximately 105% in August; and approximately 116% in October through October 18, 2021.

Mr. Malkin asked if passengers in May 2021 would likely be down compared to 2019, and Mr. Rozum said they would be.

Mr. Rozum noted the audit review scheduled for this meeting would be postponed until the July 20, 2021, Board meeting. He said the audit was completed on April 20, 2021.

Mr. Cahill asked about the data in the business summary regarding truck traffic and noted that the actual freight trucks carried for the month of April was

4,875, which averages to about 162 vehicles per day, which was far less than the 600 trucks a day that certain members of the Woods Hole community claimed were carried. Mr. Cahill said the number would certainly go up as the season got busier, but he wanted to make sure the facts were stated. Mr. Rozum said the numbers could sometimes be affected by how many weekdays were in a month versus weekend days compared to the prior month. Mr. Davis said the 600 trucks per day figures included smaller trucks and cargo vans, some of which were personal vehicles.

Mr. Malkin noted he was “perplexed and disappointed” to find that, despite good-faith efforts on the Authority’s part, there seemed to be a wave of letters and pressures on various boards to affect the Authority’s operations while the Long-Range Vineyard Transportation Task Force and Woods Hole/Falmouth Noise & Traffic Mitigation Working Group were working on these issues.

Change Order No. 58 for Contract No. 09B-2021,  
Woods Hole Ferry Terminal Design:

Mr. Davis said the change order is for the additional work required for LEED and LEED Zero certifications for both the terminal building and utility building. In order to obtain these certifications, additional energy modeling, documentation and testing will be required above and beyond what would normally be required for the preparation of bid documents. In addition, there will be additional administration costs for LEED technical review submissions.

Mr. Jones said he was confused by some of the acronyms used in the staff summary and asked for more detail on what LEED certification entailed; Mr. Iwerks said it was a way to quantify and certify the energy savings an owner obtained by choosing various “green” technologies and initiatives.

**IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to authorize the general manager to execute Change Order No. 58 for Contract No. 09B-2012, Woods Hole Ferry Terminal Design, in the fixed amount of \$141,844, as recommended in Staff Summary #GM-761, dated June 16, 2021.**

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

Access Request from Plymouth & Brockton Bus:

Mr. Kenneally said Plymouth & Brockton Bus approached the Authority in February 2020 about accessing the Woods Hole terminal to offer trips to Rhode Island T.F. Green International Airport, and subsequently indicated it would like to additionally offer service to Boston Logan International Airport. The Board voted to table the proposal until the Falmouth Economic Development Corp. could weigh in on the service’s proposal to stop at the Falmouth Depot. In June 2020, company President John Cogliano called into the Port Council meeting to ask for support; the Port Council then voted to recommend establishing the service.

Since then, Plymouth & Brockton has obtained approval to run its service to the Falmouth Depot. Therefore, Mr. Kenneally said staff was asking for authorization to enter into a license agreement with Plymouth & Brockton for use of the Woods Hole terminal to pick up and drop off passengers for its bus service. The company intends to run seven trips daily to Boston and two to T.F. Green, he said.

Mr. Kenneally said the draft license agreement had not been discussed at length with Mr. Cogliano, but it would be considered a trial period for incorporating the new service with the current Peter Pan offerings before being reassessed. The other open issue is the license fee that would be charged; the agreement with Peter Pan Bus Lines was on a commission basis for tickets sold by the Authority, which averaged around \$5,000 a month or \$60,000 a year. Mr. Kenneally said the idea was to transition from that basis to a flat monthly fee model.

Mr. Cogliano thanked the Board for the opportunity to provide service and said he thought it was a fantastic opportunity to add to transportation options for Falmouth and Martha’s Vineyard residents. He said each bus could potentially take fifty-five (55) cars off the road. He further said the service would be spread over approximately twelve (12) hours and the pricing would be competitive with current offerings.

Mr. Malkin said he recalled a concern of the Members was the impacts of traffic and congestion in Falmouth and said he gathered that had been settled. He further noted that the reason the matter had not been brought on the agenda was that staff was waiting to see the proposed schedule, and the first time it had been provided was to the *Martha's Vineyard Times* in an article published online the previous week. He said he was concerned that staff had enough information for the Board to act; Mr. Davis said there were three (3) overlaps with Peter Pan and, while he had concerns about the impact at the terminal due to the ongoing construction, in upcoming phases of the project it should be possible to stage the competing bus lines appropriately. Ms. Fletcher said she was further concerned about how long the layovers would be at the terminals.

Frank Dougherty, vice president of operations for Peter Pan, said he had several concerns as “food for thought” for everyone, including whether there would be a year-round approval of schedules to avoid conflicts; if there would be a requirement for year-round service; if capacity management would be required for both providers; and what understandings would be made as to which bus line would be at the terminal and when. He noted that there had been a drop in bus transportation industry-wide and that people were not necessarily ready to resume public transit activities.

At 11:50 a.m., Mr. Sollitto departed the meeting, and the Port Council meeting was adjourned due to a loss of its quorum for the day.

Mr. Lowell said he compared the situation to Hy-Line Cruises and Seastreak LLC and that it wasn't just about competition but market share for service to the islands.

Mr. Jones said Mr. Dougherty had brought up salient points he had not thought of. He said he had no issue with additional bus service and thought that the public would benefit from competition, but he noted there were logistical issues to be worked out and long-range concerns to address.

In response to a question from Ms. Wilson, Mr. Cogliano confirmed the Falmouth EDIC had approved an agreement for the service to stop at the Falmouth Depot.

Mr. Cogliano added that his intention was always to provide service to Boston Logan and intended to start T.F. Green service as “phase one” of the new line and characterized the matter as a “misunderstanding.” He further said the buses would only be at the terminal for five (5) or ten (10) minutes and that the schedule had limited conflicts, although some would undoubtedly occur.

Ms. Wilson said she thought it was a great idea to have the service in Woods Hole but wanted to be sure there was no interference with Authority operations.

Mr. Kenneally noted that, based on the comments and discussion at the meeting, a similar license structure would be appropriate with Peter Pan Bus Lines as well.

**IT WAS VOTED – upon a motion by Mr. Jones, seconded by Mr. Malkin – to authorize the general manager to execute a license agreement with Plymouth & Brockton Street Railway Co. to permit its road buses to use the Woods Hole ferry terminal to pick up and drop off its passengers, as recommended in Staff Summary #L-513, dated June 21, 2021.**

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

At 12:07 p.m., Mr. Anthes-Washburn ended his participation in the meeting.

General Manager Annual Review:

Mr. Kenneally noted the review forms had been distributed to the Port Council and Board Members and they should be returned prior to each body's respective July meetings to either Mr. Kenneally or Director of Human Resources Janice L. Kennefick.

Public Comment:

Mr. Asimow asked how the Authority was able to restore its website; Mr. Davis said backups were used to rebuild the site, but added he could not provide further detail as the investigation is ongoing. Mr. Asimow asked if Mr. Davis could provide the name of the third-party forensic firm working with the Authority and how much the ransom demand was; Mr. Davis declined to comment on both matters, citing the ongoing investigation.

Mr. Saltzberg said he had a question for Director of Security Todd M. Falvey; Mr. Davis said he was not present. Mr. Saltzberg asked if the Authority had made an insurance claim regarding the ransomware incident; Mr. Davis said he could not comment due to the ongoing nature of the investigation. Mr. Saltzberg asked if the eFerry ticketing was the only system not currently operational; Mr. Driscoll said he would get an update and provide it to Mr. Saltzberg following the meeting. Mr. Saltzberg then asked if, in addition to agencies mentioned by Mr. Davis, if the Department of Homeland Security had been involved; Mr. Davis said it was conceivable the U.S. Coast Guard had informed them, but he did not know.

Mr. Saltzberg then asked Mr. Amundsen about the recent mechanical issue with the *M/V Woods Hole*. Mr. Amundsen said the bow thruster manifold had a crack that necessitated repair. Mr. Amundsen further noted that the thruster manifold was cooled via water so there was no release of any chemicals as a result of the crack; furthermore, the leak was interior to the vessel. The vessel was briefly in repair at the Authority's Fairhaven maintenance facility and had returned to service.

At 12:17 p.m., Ms. Wilson entertained a motion to go into executive session to discuss and approve the minutes of the Authority's meeting in executive session on May 18, 2021, to discuss the Authority's strategy with respect to security; to discuss the Authority's strategy with respect to collective bargaining matters; and to discuss contract negotiations with non-union personnel because a public discussion of those matters may have a detrimental effect on the Authority's negotiating and bargaining positions. These matters include:

- Continuity of Operations Plan updates;
- The ransomware event;
- Anticipated and Ongoing Negotiations with the Unions (Teamsters Union Local 59, SEIU Local 888 and MEBA); and
- The Authority's employment contract with Mr. Davis.

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 discuss and approve the minutes of the Authority’s meeting in executive session on May 18, 2021, to discuss the Authority’s strategy with respect to security; to discuss the Authority’s strategy with respect to collective bargaining matters; and to discuss contract negotiations with non-union personnel.**

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

A TRUE RECORD

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ROBERT S.C. MUNIER, Port Council Secretary

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ROBERT F. RANNEY, Board Secretary

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

**The Meeting in Public Session**

**June 22, 2021**

**General Manager Robert B. Davis' Statement**  
**Regarding the June 2, 2021, Ransomware Incident**

On the morning of June 2, 2021, the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority detected a ransomware event impacting certain operations. We promptly initiated response protocols and notified law enforcement, including the Massachusetts State Police, the U.S. Coast Guard, and the Federal Bureau of Investigation, about the incident.

In line with our business continuity plan, which is in place for all service disruptions due to storms or other incidents, we immediately took steps to ensure the continued operation of our ferries. Thanks to our incident response protocols, and the fast and diligent work of our employees, all existing customer reservations were honored, and no scheduled trips were canceled. Most importantly, at no time was the safety of our vessels affected.

The Steamship Authority takes the security of its information technology systems seriously and we are actively working with third-party cybersecurity forensic investigators, as well as law enforcement, to determine the full nature and scope of the event. As part of our analysis, we have undertaken a comprehensive review of our systems and implemented additional safeguards. These new safeguards have been implemented alongside the already robust protocols that allowed the Authority to quickly recover from this incident. At this time, most of our key customer functions have been fully and safely restored. Reservations can be made or changed on our website, via phone or at a terminal and credit cards may now be used at all locations.

This incident was a criminal act, and we continue to work with law enforcement as part of the ongoing investigation. Although that investigation is ongoing, we do want our customers and the public to know that the Steamship Authority did not pay a ransom or engage with the cybercriminals. We continue to refer all inquiries related to the details of this ongoing investigation to the

Federal Bureau of Investigation.

The Steamship Authority is grateful for the ongoing support that we have received from local, state and federal agencies, including law enforcement. We are also grateful to all of our employees, especially those in our Information Technology Department and those working on the front lines at our terminals, in our reservation office, on our buses and on our vessels, as well as office and accounting staff. Their hard work and diligence were essential to implementing our business continuity plan and bringing our systems back online. And finally, I wish to thank our customers for their patience and understanding during this very difficult time.

**Documents and Exhibits Used at the  
June 22, 2021, Meeting in Public Session of the  
Port Council and Board of the  
Woods Hole, Martha's Vineyard and Nantucket Steamship Authority**

1. June 22, 2021, Meeting Agenda, posted June 17, 2021 (revised).
2. Video and audio recording announcement.
3. Statement regarding remote participation.
4. Minutes of the Port Council's May 5, 2021, meeting in public session (draft dated May 27, 2021).
5. Minutes of the Board's May 18, 2021, meeting in public session (draft).
6. PowerPoint presentation, Woods Hole Terminal Reconstruction Project update, dated June 22, 2021
7. Staff Summary #COMM-2021-03, "Eight Bells" Memorial Webpage, dated May 28, 2021.
8. Staff Summary #SO-2021-03, 2022 Winter and Spring Operating Schedules, dated June 17, 2021.
9. Staff Summary #HR-2021-01, Proposed 2021 Annual Salary Increases for Non-Union Personnel, dated June 17, 2021.
10. PowerPoint presentation, Business Summary – April 2021, dated June 22, 2021.
11. Business Summary for the month of April 2021.
12. Staff Summary #GM-761, Woods Hole Terminal Design Change Order No. 58 for Contract No 9B-2012, dated June 16, 2021.
13. Staff Summary #L-513, Approval of the Proposed 2021 License Agreement with Plymouth & Brockton Street Railway Company, dated June 21, 2021.
14. Annual Performance Evaluation of the General Manager forms, July 1, 2020 to June 30, 2021.
15. Statement to be read prior to going into executive session.