

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

The Meeting in Public Session

September 27, 2022

The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority met on September 27, 2022, beginning at 10:03 a.m. in the first-floor meeting room of the Nantucket Public Safety Facility, 4 Fairgrounds Road, Nantucket, Massachusetts. Four (4) members were present: Vice Chair Robert F. Ranney of Nantucket; Secretary Robert R. Jones of Barnstable; James M. Malkin of Dukes County; and Peter J. Jeffrey of Falmouth. Messrs. Malkin and Jeffrey participated via Zoom videoconferencing. Chair Moira E. Tierney of New Bedford was absent.

Port Council Chairman John F. Cahill of Tisbury, Secretary Nathaniel Lowell of Nantucket, and member Joseph E. Sollitto of Tisbury were present; Messrs. Cahill and Sollitto participated via Zoom. The following members of management were present: General Manager Robert B. Davis; General Counsel Terence G. Kenneally; and Communications Director Sean F. Driscoll. The following members of management participated via Zoom videoconferencing: Treasurer/Comptroller Mark K. Rozum; Executive Assistant Monika N. Andrade; Director of Marine Operations Mark H. Amundsen; Woods Hole Reconstruction Project Manager William J. Cloutier; Director of Shoreside Operations Alison A. Fletcher; and Assistant Treasurer Courtney M. Oliveira.

Video and Audio Recording of Today's Meeting:

Mr. Ranney announced Mr. Driscoll was making an audio and video recording of the meeting; Louisa Hufstader (representing the *Vineyard Gazette*), and Rich Saltzberg (representing the *Martha's Vineyard Times*) indicated they were also making audio recordings of the meeting.

Minutes:

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jeffrey – to approve the minutes of the Board's August 16, 2022, meeting in public session.

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

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jeffrey – to approve the minutes of the Board’s August 31, 2022, meeting in public session.

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

Port Council Report:

Mr. Cahill then reviewed the Port Council’s September 13, 2022, meeting, and highlighted two (2) key takeaways: that the members voted to recommend approval of the 2023 summer and fall operating schedules for the Martha’s Vineyard route, and that the members voted to recommend moving ahead with the slate of names presented for the two (2) new vessels, with one addition.

Website Update/Redesign Status:

Mr. Driscoll provided the following updates on the project:

- The ADK design team is largely done with their work and is transitioning into supporting the technology team as they work to bring the designs into development.
- Content strategists created a plan for blog releases, continued with content for the discount detail pages, and began blog post content for standby and waitlist. The team also reviewed photo/video input from recent photo and video shoots on the islands by contracted vendors.

- The ADK tech team worked on completing development efforts and provided an in-person demonstration to the Steamship Authority team, which was similar to the demonstration given to the Board in July.
- While the bulk of the site's work will be done by early November, launch has been officially delayed until March 2023 to account for delays in securing a content management system and switching the Authority's credit card processing company. This will allow the internet general openings to occur before launch.
- Public engagement has been ongoing via the biweekly eNews and website updates at www.steamshipauthority.com/websiteproject.

Mr. Malkin asked what percentage of the budget had been spent to date; Mr. Driscoll said, through August, 82.5% of the budget had been expended, based on milestone payments to date. Mr. Malkin then asked when the testing with the "alpha users" of the site he had recommended would occur; Mr. Driscoll said he believed those had already happened with ADK Group.

Mr. Jeffrey asked what metrics would be used to measure the success of the website; Mr. Driscoll said those were in development but noted that all metrics were imperfect by design. Some will not be able to be measured on the current site, making comparisons difficult; others are less relevant as there is a fixed amount of space on the vessels, as opposed to an e-commerce site. Mr. Jeffrey suggested goal completion rate and customer effort score would be the two (2) measures that should be used. He further suggested that the Authority incentivize website users to complete surveys about their experiences.

Woods Hole Terminal Site Work:

Mr. Davis provided an update on the Woods Hole Terminal Reconstruction Project and its landside phase, which has begun. Phase 5 consists of enabling work in preparation for construction of the new terminal building and utility building. The project will consist of six (6) subphases to allow operations to be maintained during construction. The first subphase involves activity around the traffic booth at the base of Cowdry Road and is expected to take five (5) weeks.

M/V Katama Dry Dock Update:

Mr. Amundsen provided an update on the dry dock of the *M/V Katama* at Thames Shipyard & Repair Co. of New London, Connecticut. Highlights of the project include structural steel renewal, installation of a new fuel oil purifier, and a new fire detection system. Total contract price, including credits and change orders, stands at \$1,379,705.

Status on the Purchase of Two (2) Used Offshore Supply Vessels:

Mr. Davis provided an update on the Authority's purchase of two (2) used offshore supply vessels (OSVs) from Hornbeck Offshore Services LLC. On August 25, 2022, the *M/V HOS Shooting Star* was towed from Houma, Louisiana, to Conrad Shipyard in Morgan City, Louisiana. The vessel was placed in a drydock to permit Steamship Authority personnel, along with a naval architect, to inspect the hull. In addition, electronics and equipment vendors inspected systems onboard to determine their conditions. Following the multiday inspection, the vessel's condition was found acceptable.

On August 26, 2022, the *M/V HOS Lode Star* was towed to Conrad Shipyard. Following the undocking of the *M/V HOS Shooting Star*, the *M/V HOS Lode Star* was likewise placed in drydock to permit inspection of the hull. Following the multiday inspection, the vessel's condition was found acceptable.

On September 22, 2022, the closing of the purchase was finalized. Wire transfers totaling \$10,147,500 were sent for the balance of the vessel purchase price plus brokerage fees. An additional wire totaling \$302,658.60 was transmitted to HOS for the cost of towing, labor, surveying, dry docking and onboard vessel fuel, as per the purchase and sale agreement.

Naming of New Vessels:

Regarding the naming of the new vessels, Mr. Davis said the Authority has historically named its vessels after familiar locations from both islands and the mainland. Going back to 1818, "Islander," "Gay Head," "Martha's Vineyard," "Naushon," and "Nantucket" have been used three times each; vessel names used twice include "Eagle," "Flying Cloud," "Uncatena," "Island Home," and "Sankaty."

Traditionally, the honor of naming vessels has rotated among the Members, with staff performing an advisory role in the process that requires the full Board's ultimate consent. The *M/V Island Home*, for example, was named in 2005 upon a motion by then-Dukes County Member Kathryn A. Roessel; the *M/V Iyanough* was named in 2006 at the suggestion of Robert L. O'Brien, then the Authority's Member representing Barnstable, Mr. Davis said.

In 2014, as the Authority was in process of designing its new passenger/vehicle ferry, a committee of two (2) Authority Members and three (3) Port Council members was created to consider names for the new ferry and determine a "short list" of suggestions from which the Board could choose, or

the Members could choose a different name. The four (4) names selected from the twenty-seven (27) listed were the *M/V Island Spirit*, the *M/V Quissett*, the *M/V Vineyard Sound*, and the *M/V Woods Hole*. At its July 15, 2014, meeting, the Falmouth Member, Catherine N. Norton, made a motion to name the new vessel the *M/V Woods Hole*, and the motion passed unanimously.

At the Members' August 16, 2022, meeting, staff presented a recommended method for developing a "short list" of finalists to present to the Members for consideration at their next meeting. To encourage public participation, the Authority also held a naming contest, with two (2) prizes of \$250 SSA gift cards each available to entrants. More than 8,200 entries were received, comprising more than 9,200 name suggestions.

Staff reviewed the list with the Port Council at its September 13, 2022, meeting. Mr. Lowell asked that one (1) name be added to the list; staff is now putting forth the following slate of potential names for the vessels:

- *M/V Aquinnah*
- *M/V Hyannis*
- *M/V Madaket*
- *M/V Menemsha*
- *M/V Monomoy*
- *M/V Moshup*
- *M/V New Bedford*
- *M/V Noepe* (note: this was the top vote-getter in the contest)
- *M/V Siasconset*
- *M/V Wampanoag*

Mr. Davis noted the Members did not have to choose a name from this list.

Mr. Malkin thanked staff for going through the public input process and suggested any one of the names that recognize the native owners of the Islands – the *M/V Noepe*, *M/V Aquinnah*, or *M/V Moshup*.

Mr. Jeffrey asked if the Wampanoag tribe had been contacted in regard to using any of those names; Mr. Driscoll said he had reached out to the Wampanoag Tribe of Gay Head (Aquinnah) but had not been able to arrange a meeting prior to today's Board meeting.

Mr. Jones said he did not have a lot of passion for the names one way or the other, but the *M/V Hyannis* jumped out at him as a suggestion, given the fact that the Authority has a *M/V Nantucket* and a *M/V Woods Hole*. He noted that name is known throughout the world because of its association with the Kennedy family.

Mr. Ranney noted he liked the name “Aquinnah,” as it has a certain ring to it. He would also like to have a Nantucket-centric name chosen, and he personally liked either “Monomoy” or “Madaket.” He also reminded the Members that the Board may have a third opportunity to name a new vessel.

Mr. Davis noted staff preferred to steer clear of naming a vessel after a designated port, as one of the top questions that is received is if the *M/V Nantucket* is going to Nantucket or Martha’s Vineyard as that vessel serves both routes.

Mr. Jeffrey asked if the Board should name all three (3) vessels at this time; Mr. Davis said it might be premature to do so at this time.

Mr. Lowell noted the current names did not necessarily have to be retired.

Mr. Jones noted that Hyannis was one of the Authority’s original ports, and that the Old Colony Railroad used to run right to the water, so he suggested the *M/V Old Colony*. He also noted that Monomoy could refer to areas both on Nantucket and Cape Cod.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jeffrey – to name the new vessels the *M/V Aquinnah* and the *M/V Monomoy*.

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

In response to a question from Jason Graziadei with the *Nantucket Current*, Mr. Davis said the Authority would specify which vessel would get which name when it submitted the documentation to the U.S. Coast Guard National Vessel Documentation Center.

Report on the Proposed 2023
Martha's Vineyard Summer and Fall Operating Schedules:

Mr. Davis said, in April 2022, the Authority placed newspaper advertisements of its proposed 2023 Summer and Fall Operating Schedules for both its Martha's Vineyard and Nantucket routes for the period from May 18, 2023, through January 3, 2024. Notices of the proposed schedules were also published for public comment on the Authority's website.

On May 31, 2022, the Authority received a petition objecting "to the SSA scheduling of the 5:30 a.m. early morning freight boat from Woods Hole to Martha's Vineyard and its multiple negative public health impacts on Falmouth and Woods Hole residents caused by pre-dawn noise as well as the ever-increasing threats to public safety resulting from increasing freight truck traffic over Falmouth roads leading to and from Woods Hole." One hundred and sixty (160) names and addresses were appended to the petition, with the majority of the names listing addresses within the Town of Falmouth. The Authority conducted a public hearing on the proposed 2023 schedules on June 8, 2022, Mr. Davis said.

Following the petition hearing, staff considered the verbal and written testimony, both for and against the scheduling of the 5:30 a.m. trip during the summer schedules, Mr. Davis said. Staff also considered schedule modifications but is concerned with conflicts both at the terminals and in the harbors with vessel movements.

Mr. Davis said staff is committed to continue to work with its freight customers to mitigate early-morning noise disruptions. The Authority regularly communicates its terminal policies to manage the Woods Hole Terminal traffic and noise mitigation policies to its freight customers. These policies include:

- Truck drivers are prohibited from idling their trucks' engines at any of the Authority's ferry terminals for more than five (5) minutes in accordance with Chapter 90, Section 16A, of the Massachusetts General Laws.
- Trucks are not to be backed up on terminal property except when necessary to stage them for boarding or to load them onto a ferry, with the permission of the terminal agent. In addition, when trucks are being backed up on terminal property, their back-up alarms may not be excessively loud and should be adjusted to the extent possible so that they are only loud enough for their intended safety purposes.
- When driving to or from any of the ferry terminals, truck drivers are required to obey all posted speed limits and all other traffic laws, signs

- and restrictions, including stopping when required at all pedestrian and bicycle crossings. Truck drivers also should drive at all times in a safe and courteous manner towards other drivers, bicyclists, and residents of the surrounding communities.
- When driving on Woods Hole Road, drivers should reduce their speed well in advance of curves and downhill stretches so that they can minimize using their engine compression brakes (“Jake brakes”).
 - Truck drivers may not stop or park alongside highways or roads where it is illegal to do so, such as alongside Woods Hole Road.

Furthermore, trucks are prohibited from arriving at the Woods Hole Terminal prior to 6:30 a.m., except as follows:

- Trucks with reservations for the 5:30 a.m. trip may arrive beginning at 5:10 a.m.
- Trucks with reservations for the 6:00 a.m. trip may arrive beginning at 5:30 a.m.
- Trucks with reservations for the 6:30 a.m. and 6:45 a.m. trips may arrive at the terminal beginning at 6:00 a.m.
- Trucks with reservations for the 7:00 a.m. trip may arrive at the terminal beginning at 6:15 a.m.

To enforce these policies, the Authority monitors and logs early morning freight traffic daily, Mr. Davis said.

Mr. Davis said, in response to the Woods Hole community’s requests and its public safety concerns attributable to freight truck traffic and in an effort to discover potentially viable alternatives for Martha’s Vineyard, the Authority issued a Request for Proposals (RFP) in March 2022 that sought proponents of a new freight service from an off-Cape port “to become a long-term part of the marine transportation network.” As stated earlier, over 20,000 emails were sent to marine related companies notifying them of the opportunity, yet no proposals were received.

Mr. Davis said the Authority is currently contacting the forty-seven (47) companies that made inquiries about the RFP to learn the reasons for their refusal to submit proposals. After compiling the responses from the forty-seven (47) companies, staff intends to set a meeting of the Authority’s Long-Range Vineyard Task Force to discuss the RFP and the feedback from the inquiring companies that failed to submit bids. Thereafter, the Task Force should draft and submit a report, which would be added to the agendas of the Port Council and Board for consideration of next steps.

Additionally, Mr. Davis said staff looked at the request to operate a late-night commuter service for the Vineyard's hospitality workers. In doing so, staff reviewed its 2022 occupancy reports for the period between June 2022 and August 2022. During that time, the Authority transported an average of 111 passengers on its 9:30 p.m. departure from Vineyard Haven to Woods Hole. Of the 111 passengers, approximately one-half of these passengers traveled with their vehicles. Accordingly, some fifty-five (55) passengers walked on the vessel to depart the island.

To consider operating additional roundtrips beyond the currently scheduled 9:30 p.m. departure from Vineyard Haven, the Authority would need to transport a minimum of approximately 425 passengers to cover the vessel's related fuel expenditures at the current budgeted cost of \$4.05 per gallon. Without any definitive indication of a demand for this level of service at that time of night, the Authority is not inclined to amend its 2023 Summer Operating Schedules for the purpose of providing late-night commuter service.

Mr. Davis noted that the Port Council, at their September meeting, voted to recommend that the Members approve the 2023 Summer and Fall Operating Schedules for the Martha's Vineyard route as proposed.

Mr. Malkin noted that he had carefully listened to the concerns raised by Mr. Jeffrey and the residents of Woods Hole and said he concurred with Mr. Jeffrey's earlier suggestion to "listen through the noise" on this matter. He noted the select boards on the Vineyard, the hospital and the police chiefs have all told him the 5:30 a.m. trip from Woods Hole is important to the island. Should their position change, Mr. Malkin said his would change; however, he noted Hyannis has an early boat year round, as does Vineyard Haven, and this trip is what is needed for the island's economy. Also, despite all that the Authority has done to work with the community, he noted that enforcement of noise and traffic ordinances was a matter for the police.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jones – to approve the Report Issued under Section 15A of the Authority's Enabling Act on the Proposed 2023 Summer Operating Schedules of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority as presented and as recommended in Staff Summary No. SO-2022-09, dated September 22, 2022.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	<u>35 %</u>	<u> </u>
TOTAL	80 %	0 %

Mr. Jeffrey abstained from the vote.

Regarding the summer schedule, Mr. Malkin said the issues raised in the public hearing are universal problems, not ones that are specific to this issue, and that the Authority has a duty to provide service to the islands.

Mr. Jeffrey said his appointing authority has a clear position on the schedule, and he noted that the Board has been put in a difficult position as the Members are being asked to fix a problem that goes beyond the schedule.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jones – to approve the Proposed 2023 Summer Operating Schedule for the Martha’s Vineyard route covering the period May 18, 2023 – October 23, 2023, as presented and as recommended in Staff Summary No. SO-2022-09, dated September 22, 2022.

<u>VOTING</u>	<u>AYE</u>	<u>NAY</u>
Mr. Ranney	35 %	
Mr. Jones	10 %	
Mr. Malkin	35 %	
Mr. Jeffrey	<u> </u>	<u>10 %</u>
TOTAL	80 %	10 %

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jones – to approve the Proposed 2023 Fall Operating Schedule for the Martha’s Vineyard route covering the period October 24, 2023 – January 3, 2024, as presented and as recommended in Staff Summary No. SO-2022-09, dated September 22, 2022.

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

Preliminary Draft of the 2023 Operating Budget:

Mr. Rozum and Ms. Oliveira reviewed via a PowerPoint presentation the Preliminary Proposed Operating Budget, the highlights of which are as follows:

- Operating Revenues: \$129,661,107
- Operating Expenses: \$132,673,963
- Other Income: \$8,700,818
- Other Expenses: \$4,602,928
- Net Income From Operations: \$1,085,034

Ms. Oliveira stated the largest operating expense changes were tied to increased fuel costs; the largest increases were forecast to come in the operation of vessels, maintenance expense, depreciation, general expense, and operation of the terminals. Five (5) dry docks are budgeted for 2023 totaling \$4,842,000, with an additional \$4,093,000 budgeted for terminal, dolphin, and dock repairs, up 44.8% versus the 2022 budget.

Preliminary Draft of the 2023 Rate Adjustments:

Mr. Rozum then reviewed via PowerPoint the preliminary rate adjustments for 2023, reiterating that the adjustments are necessary to account for a 69% increase in fuel costs, or \$5,600,000. The target net operating revenue is \$9,000,000, which results in a \$4,200,000 adjustment from the Vineyard route and \$3,400,000 adjustment from the Nantucket route.

The proposed Vineyard route adjustments are as follows:

<u>Rate</u>	<u>Proposed Adjustment</u>	<u>Additional Revenue</u>
Standard fare vehicles under 20' in length	\$3.00-\$5.00 one-way \$5.00 peak Fri-Sun	\$1,540,000
Excursion rates	\$1.00 one-way	\$280,000
Vehicles 20' in length and over	8.0 %	\$1,040,000
Passenger fares	\$0.50 single ticket \$4.00 10-ride \$9.00 46-ride	\$1,000,000
Parking	\$50.00 and \$1.00/day	\$350,000

The proposed Nantucket route adjustments are as follows:

<u>Rate</u>	<u>Proposed Adjustment</u>	<u>Additional Revenue</u>
Standard fare vehicles under 20' in length	\$9.00-\$12.00 one-way \$15.00 peak Fri-Sun	\$760,000
Excursion rates	\$2.00 one-way	\$90,000
Vehicles 20' in length and over	8.0 %	\$1,320,000
Barge Fees	\$1.00 per ton	\$145,000
Passenger fares	\$1.00 conventional \$3.00 high-speed	\$1,020,000
Parking	\$50.00 and \$1.00/day	\$90,000

Mr. Jones asked if the fuel hedging program was reflected in the proposed budget; Mr. Rozum said it was. Mr. Jones said the budget showed that the Authority would be “in the black” by approximately \$1 million and asked if staff was comfortable with that; Mr. Rozum clarified that was the reason why staff was proposing fare adjustments.

Mr. Malkin noted the original presentation called for a \$1.50-per-trip increase in the Vineyard excursion fares; Mr. Rozum said, in response to questions at the Port Council, staff had reduced that to reflect only the increase in adult passenger fares, as the excursion fare ticket includes two (2) adult and two (2) children's tickets.

Mr. Rozum further noted that staff planned to examine the preferred spaces and determine if space allocations should be shifted more to early-morning boats off the Vineyard and late-afternoon boats from Woods Hole. Additionally, staff was examining adding another category of preferred space that would become available thirty (30) days prior to travel for those island residents who needed to plan farther ahead.

Mr. Davis said staff will return to the Port Council and Board at their respective October meetings with a final proposed budget, which will reflect the feedback received at the scheduled open house.

Sale of Steamship Authority Bonds:

Mr. Rozum noted that the Authority received eight (8) bids for its Bond Anticipation Notes; the winning bidder was Jeffries LLC out of New York, with a net interest rate of 2.1495%.

Results of Operations:

Mr. Rozum reviewed the results of the July 2022 business summary via a PowerPoint presentation, which showed the Authority carried more passengers (up 3.9%) and vehicles under 20 feet (up 0.1%) but fewer freight trucks over 20 feet (down 0.5%) than in the same month in 2021. Year-to-date, the Authority has carried more passengers (up 8.5%), fewer vehicles less than 20 feet (down 2.9%) and more freight trucks (up 4.9%) than the same period in 2021. Year-to-date figures show the Authority has carried more passengers (up 7%), fewer vehicles less than 20 feet (down 1.5%) and more trucks (up 2.5%) than the first seven (7) months of 2021.

In July, the Authority's operating revenue was approximately \$19,269,000, and its operating expenses were approximately \$11,017,000, that when combined with other income and income deductions result in a net operating income of \$8,463,000, approximately \$290,000 higher than budget, he said.

During the month of July 2022, the Authority's vessels were scheduled to make a combined 2,666 trips, of which four (4) were canceled for mechanical reasons on the Martha's Vineyard route and eight (8) on the Nantucket route, he said.

Preliminary traffic data for August 2022 shows that the Authority carried more passengers (up 7.4%) than August 2021; for vehicles, the Authority carried fewer to the Vineyard (down 3%) and fewer to Nantucket (down 5.5%), he said.

Contract No. 13-2022, Certification Services to Obtain
ISO 9001 Certification and Voluntary Document of Compliance and
Voluntary Safety Management Certificates (SMC)
for the Steamship Authority Facilities and Fleet:

Mr. Davis said, on July 24, 2019, the Members unanimously voted to authorize the general manager to award Contract No. 03-2019 to Safety Management Systems LLC of Portland, Maine (SMS LLC), to assist the Authority in transitioning to a process-based approach to management, including the development and implementation of a new Safety and Quality Management System (SQMS).

In September 2019, SMS LLC began working with staff on the SQMS project and the development of the following documents:

- Safety and Quality Management System Guide (GUIDE)
- Vessel Operations Manual (VOM)
- Terminal and Facilities Operations Manual (TFOM)
- Support Operations Manual (SOM)
- Public Transportation Agency Safety Plan (PTASP)

These documents have been completed and are currently being implemented and incorporated throughout the Authority's daily operations, Mr. Davis said.

The next phase in the implementation of the Authority's SQMS is to obtain a voluntary certification to validate and communicate the Authority's conformance to its SQMS standards, Mr. Davis said. In July 2022, the Authority issued an Invitation for Bids (IFB) seeking management system certification services supported by an audit that would be conducted by a classification society, which has been approved by the U.S. Coast Guard to provide such certification services. Four (4) firms requested copies of the bid package. In August 2022, the Authority received two (2) bids in response to its IFB. Following

the Authority's receipt and review of the submitted bids, RINA was deemed the eligible and responsible bidder that submitted the lowest bid of \$94,360 for the contract.

Mr. Davis said it is anticipated the certification services process will begin in October 2022 and interim audits commencing in mid-November 2022. Through this auditing and certification process, the Authority seeks to obtain a SQMS supported by an ISO 9001:2015 certification for the Authority in accordance with the scope of its SQMS and 33 CFR Part 96/International Safety Management (ISM) Code Voluntary Document of Compliance (DOC) and a Voluntary Safety Management Certificate (SMC) for each vessel currently in the Authority's fleet. These certifications are valid for a total of three (3) years and five (5) years respectively.

SMS LLC remains engaged through the initial phases of the certification services and the initial audit and management review of the Authority's SQMS. SMS LLC will assist the Authority in managing any action items arising from the initial audit to ensure that all items are addressed in a satisfactory manner, he said.

Mr. Jones asked if any upgrades to the new vessels were required as a result of this certification; Mr. Davis said the vessels were both ABS certified but staff would have to review what certifications the new vessels should have.

IT WAS VOTED – upon a motion by Mr. Jeffrey, seconded by Mr. Malkin – to award Contract No. 13-2022, Certification Services to Obtain ISO 9001 Certification and Voluntary Document of Compliance (DOC) and Voluntary Safety Management Certificates (SMC) for the Steamship Authority, its Facilities, and its Fleet of Ten (10) Motor Vessels, to RINA USA Inc. as the lowest, eligible, and responsible bidder for the total contract price of \$94,360, as recommended in Staff Summary #GM-778, dated September 23, 2022.

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

Request for Authorization to Award
Kirilloff & Associates Naval Architect Professional Services
Related to the Conversion and Reactivation of Offshore Supply Vessels:

Mr. Davis said the newly named *M/V Aquinnah* and *M/V Monomoy* require engineering services for modifications, calculations, and drawings to comply with U.S. Coast Guard requirements under 46 CFR subchapter H for conversion of Offshore Supply Vessels to passenger/freight vessels. In addition, the stern areas are to be designed to conform with the Authority's transfer bridges for loading cars and freight. Additional design activities for the area within the superstructure on the main deck level to be converted for the carriage of passengers including seating and lifesaving appliances is required.

Mr. Malkin asked if the costs were anticipated as part of the vessel purchase; Mr. Davis said approximately \$100,000 was assumed, and the contract is approximately \$250,000.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jeffrey – to authorize the general manager to contract with Boris Kirilloff and Associates for engineering services for engineering services related to the conversion and reactivation of the *M/V HOS Lode Star* and *M/V HOS Shooting Star* (now named the *M/V Aquinnah* and *M/V Monomoy*) for an estimated total of \$250,000, as recommended in Staff Summary #MO-2022-10, dated September 26, 2022.

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

Proposed General Manager Goals
for the Year July 1, 2022, Through June 30, 2023:

Mr. Davis then reviewed his revised draft goals for the year July 1, 2022, through June 30, 2023, as follows:

1. Complete Phase 5 of the reconstruction of the Woods Hole Terminal (site work) before the start of the 2023 Summer Operating Schedule on May 18, 2023, with cost overruns not exceeding 10% of budget (31% of all projects meet this industry standard).
2. Issue an invitation for bids and the award of a contract for the construction of the Woods Hole Terminal Building and Utility Building by March 31, 2023.
3. Issue and evaluate requests for proposals and the potential award of a license to provide a freight transportation service for the island of Martha's Vineyard by December 31, 2022.
4. Oversee the solicitation of proposals and award of a contract for audit certification services from a ship classification society for the Safety Quality Management System (SQMS) by December 31, 2022.
5. Oversee the solicitation of proposals and the award of a contract for a qualified solar developer to develop solar array canopies at the Authority's Palmer Avenue Parking Facility to begin in fall 2023.
6. Oversee the development of the update/redesign of the website and the development of a mobile app to transition to by March 31, 2023, with cost overruns not exceeding 10% of budget, with a to-be-determined average website and mobile app Customer Effort Score (CES).
7. Complete an evaluation on alternatives for the Authority's vessel replacement program by December 31, 2022.
8. Issue an invitation for bids and the award of a contract for the development of a Strategic Planning process and initiative in order to bring on board a qualified consultant by December 31, 2022, as recommended in the findings of the independent review conducted by HMS Consulting & Technical LLC to improve the Authority's operations.
9. Pursue capital grant funding opportunities from the U.S. Department of Transportation's Federal Transit Administration and other federal and state agencies.
10. Strive to improve community relations through regular opportunities for public engagement and effective communications.
11. Oversee the development of the administrative staff including the hiring of a chief operating officer (COO) and grants administrator.
12. Oversee significant terminal improvement projects to be undertaken in the next twelve (12) months including, but not limited to: replacement of the Nantucket terminal transfer bridges; Vineyard Haven transfer bridge rehabilitation; Nantucket terminal dredge project; and the signage and communications project; and for each project cost overruns not exceeding 10% of budget.

13. Provide quarterly updates to the Port Council and Board on the progress of the above goals.

Mr. Davis noted that, at their August 2022 meeting, the Port Council members voted to recommend approval of the revised goals.

Mr. Malkin asked where one of Mr. Davis' previous goals regarding succession planning was; Mr. Davis said he felt it could fall under the development of administrative staff. Mr. Ranney asked Mr. Malkin if he would prefer language be added to that effect; Mr. Malkin said he would.

Mr. Malkin noted he had received a fair amount of correspondence from the Martha's Vineyard Commission and others raising major questions about the Authority's alternative propulsion study conducted by Elliott Bay Design Group. He said he was pleased that the Long-Range Vineyard Transportation Task Force was going to be looking at the Authority's strategic planning efforts and wondered if clarifying those questions on the study should be part of Mr. Davis' goals. He said getting that clarification is important because the Members, the staff and the public needed to have a common understanding of the issues. Mr. Jeffrey agreed and asked if it should be part of an upcoming meeting. Mr. Malkin said he thought it would make sense to meet with the commission and get a response from Elliott Bay as to their concerns.

Mr. Jones noted he read the letter from the Martha's Vineyard Commission, and he did not fully understand their objections, and noted that so much of the technology was in the future that he did not think it would be a reality any time soon. Mr. Malkin said the matter was one of planning for the future.

IT WAS VOTED – upon a motion by Mr. Jeffrey, seconded by Mr. Malkin – to approve the general manager's goals for the year July 1, 2022, through June 30, 2023, as presented with the addition of adding succession planning to Goal No. 11.

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

Letter to National Oceanic and Atmospheric Administration
Regarding Proposed North Atlantic Right Whale Seasonal Speed Zones:

Mr. Davis said the National Oceanic and Atmospheric Administration (NOAA) had recently published proposed amendments to the North Atlantic right whale vessel strike reduction rule that would cause a mandatory reduction in vessel speeds to ten (10) knots for all vessels thirty-five (35) feet and longer. The expanded zones include both Vineyard Sound and Nantucket Sound as part of a seasonal speed zone, and the effect of the zones would be that the Authority would not be able to make its three (3) round-trip-per-day schedule to Nantucket, nor would it allow the Authority or any other carrier to maintain its high-speed service. Mr. Davis said such service reductions would have a “devastating” effect on the Nantucket economy.

Staff is of the opinion that the Authority should submit a response in writing during the comment period to outline objections to the proposal, Mr. Davis said. He added that no crew member has ever documented seeing right whales in either Nantucket Sound or Vineyard Sound. Mr. Kenneally added that it would be a fundamental change to the Authority’s operations if these changes went into effect, and that the Authority’s operating experience does not support the need for the change.

Mr. Malkin said, while there may be a problem in certain areas, given that Buzzards Bay and Long Island Sound have been excluded, he would support sending such a letter.

Mr. Jeffrey said he thought the letter should indicate that the Authority would support “dynamic speed zones” that would go into effect only when there is a sighting.

Mr. Lowell said fast-ferry service to Nantucket has become part of the island’s way of life, and something that could eliminate it is “completely irrational.”

Mr. Jones said he did not think that anyone would disagree that everything possible must be done to save the whales, but this proposal would be “devastating” to island life.

Mr. Davis said staff would revise the draft letter and circulate it to the Members for review prior to their next meeting.

Old or New Business:

Mr. Malkin noted he and Messrs. Cahill and Sollitto had spoken with Mr. Davis about a communications plan and program to better serve the Authority about getting its message and facts out in a more proactive manner. An example he used is the petition for a late-night ferry service being more aptly served by one of the Authority's licensees. He said those kinds of communications are appropriate and need to be more widely disseminated.

Public Comment:

Murray Scudder Jr. with Hy-Line Cruises Inc. noted that the NOAA proposal would have significant negative affects on his company. He said the high-speed service now acts as a "lifeline" service to Nantucket and that eliminating it would set the island back fifty (50) years. He added that the dynamic speed zone also has to be addressed reasonably and he hoped that the ferry operators could speak with one voice.

Mr. Saltzberg asked if staff considered the ability of "working people" to attend the upcoming budget open house, which was scheduled for 9 a.m. Friday. Mr. Driscoll said the event was scheduled at the time that worked best for the staff given the time constraints involved. Mr. Saltzberg asked if another hearing would be added; Mr. Driscoll said he did not know but added that the session would be recorded and posted on the Authority's YouTube channel.

At 11:56 a.m., Mr. Ranney entertained a motion to go into executive session to discuss and approve the minutes of the Authority's meetings in executive session on August 16, 2022, and to review the Authority's strategy with respect to collective bargaining negotiations because a public discussion of these matters may have a detrimental effect on the Authority's negotiating and bargaining positions. These matters include anticipated and ongoing negotiations with Teamsters Union Local No. 59 and its maintenance employees. Mr. Ranney said the public disclosure of any more information with respect to these matters would compromise the purpose for which the executive session is being called. After the conclusion of the executive session, Mr. Ranney said the Board would not reconvene in public.

IT WAS VOTED – upon a motion by Mr. Malkin, seconded by Mr. Jones – to enter into executive session to discuss and approve the minutes of the Authority’s meetings in executive session on August 16, 2022; and to review the Authority’s strategy with respect to collective bargaining negotiations because a public discussion of these matters may have a detrimental effect on the Authority’s negotiating and bargaining positions.

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

A TRUE RECORD

ROBERT R. JONES, Board Secretary

Documents and Exhibits Used at the
September 27, 2022, Meeting in Public Session of the
Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

1. September 27, 2022, Meeting Agenda, posted September 23, 2022 (revised on September 26, 2022).
2. Video and audio recording announcement.
3. Statement regarding remote access to the meeting.
4. Minutes of the Board's August 16, 2022, meeting in public session (draft).
5. Minutes of the Board's August 31, 2022, meeting in public session (draft).
6. Minutes of the Port Council's September 13, 2022, meeting (draft dated August 13, 2022).
7. PowerPoint Presentation, *M/V Katama* Dry Dock, dated September 27, 2022.
8. Staff Summary #GM-779, Status Update on the Purchase of Two (2) Used Offshore Supply Vessels, dated September 23, 2022.
9. Staff Summary #COMM-2022-04, Possible Names for the Two (2) New Vessels, dated September 21, 2022.
10. Staff Summary #SO-2022-09, Proposed 2023 Summer and Fall Operating Schedules for the Martha's Vineyard Route, dated September 22, 2022.
11. Report Issued under Section 15A of the Authority's Enabling Act on the Proposed 2023 Summer Operating Schedules of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority (draft dated September 12, 2022).
12. Staff Summary #A-674, Preliminary Draft of Proposed 2023 Operating Budget, dated September 21, 2022.
13. Staff Summary #A-675, Preliminary Draft of Proposed 2023 Rate Adjustments, dated September 21, 2022.
14. PowerPoint Presentation, Business Summary – July 2022, dated September 27, 2022.
15. July 2022 Business Summary.
16. Staff Summary #GM-778, Award Contract No. 13-2022, Certification Services to Obtain ISO 9001 Certification and Voluntary Document of

- Compliance (DOC) and Voluntary Safety Management Certificates (SMC) for The Steamship Authority, its Facilities, and its Fleet of Ten (10) Motor Vessels, dated September 23, 2022.
17. Staff Summary #MO-2022-10, Authorization for Engineering Services for *M/V HOS Lode Star* and *M/V HOS Shooting Star* Conversions, dated August 12, 2022.
 18. General Manager's Goals (Proposed) for the Year July 1, 2022, through June 30, 2022 (draft dated September 23, 2022).
 19. Letter to Department of Commerce, National Marine Fisheries Service, National Oceanic and Atmospheric Administration (NOAA), re: Comments on Proposed Amendments to the North Atlantic Right Whale Vessel Strike Reduction Rule (undated draft).
 20. Statement to be read prior to going into executive session.