



# Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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

April 16, 2019

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The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority ("SSA") Board held their monthly meeting Tuesday, April 16, 2019 in the Lobby Level Function Room of the New Bedford Harbor Hotel, 222 Union Street, New Bedford. All five members were in attendance: Chairman Robert R. Jones (Barnstable), Vice Chairman Marc N. Hanover (Dukes County); Secretary Kathryn Wilson (Falmouth); Robert F. Ranney (Nantucket); and Moira E. Tierney (New Bedford).

1. General Manager Robert B. Davis provided an update on the status of the Woods Hole terminal reconstruction project. During the past month, Jay Cashman Inc. finished driving the piles for the transfer bridge at Slip No. 3. With all the piles in place for Slip No. 3, Cashman cut the transfer bridge piles to the design elevation and then completed filling the 16- and 18-inch piles with concrete. The concrete subcontractors mobilized and built the concrete forms for the bridge foundation and the rebar subcontractor installed the rebar for the foundation. Cashman continued the work on the monopiles, welding fender standoffs and pad eyes, and setting the rebar for the concrete top.

Cashman also welded the support bracing for the utility platform and constructed the utility platform for Slip No. 3. Cashman also set the temporary piles for a temporary trestle to be used in the passenger platform construction. The concrete contractor started work on the bulkhead concrete cap and the electrical contractor will be mobilizing to install the electrical and telecommunication utilities. The concrete contractor completed the landside concrete for the transfer bridge.

Lawrence Lynch Corp. mobilized on site and started installing the stormwater structures at the bulkhead. Lawrence Lynch then completed the 48-inch stormwater drainage and continued to work on the 24-inch stormwater drainage.

For the ferry sewage pump-out system project, Robert B. Our Co. installed the precast concrete chambers for the vacuum tanks, as well as the concrete sewage holding tank. As part of the sewer pump-out project, Robert B. Our excavated in front of the concrete

chambers for the suction and discharge piping. They then began testing the sewage pump-out system in Vineyard Haven so that it can become operational, which will allow us to start relocating the equipment in Woods Hole to its new concrete vaults. Robert B. Our Co. completed the installation of another concrete vault for the forced sewer main pumps and install a valve vault at the town's forced main pipe.

Thus far, the Authority has sent out 55 Community Emails on what to expect in the coming weeks.

2. Mr. Davis provided an update on the design progress regarding the Woods Hole terminal building. On Thursday, March 28th, the SSA's staff and its architects presented to the Falmouth community the schematic design alternatives of the Woods Hole terminal building and received a number of comments from the public about the building's proposed design and location.

Staff and architects then provided the Falmouth Historical Commission an update on the schematic design alternatives on Tuesday, April 2nd.

On Monday, April 8th, the SSA's staff and its architects presented the schematic design alternatives of the Woods Hole terminal building to the Vineyard community.

Comments on the alternatives were requested to be submitted by April 12th, and we are in the process of sorting out and addressing, where we can, the concerns raised.

3. Mr. Davis introduced four new additions to the Authority's management team, including two individuals who will be filling newly created positions designed to help improve the Authority's operations. Angela Sampson is the new Health Safety, Quality and Environmental manager, and Capt. Jordan Baptiste is the new port captain. Both started with the Authority this week. The new human resources director, Janice Kennefick, will start April 29, 2019, and the new director of marine operations, Mark Amundsen, will start May 6, 2019.
4. Mr. Davis presented to the Board the preliminary version of the proposed 2020 Winter and Spring Operating schedules. The winter schedules, which run from January 4, 2020 to March 15, 2020, are largely the same as the schedules for the same time frame this year. Neither the Martha's Vineyard nor Nantucket routes would see new changes to the sailing times, quantity of available trips or vessel crewing. The spring schedule, which runs from March 16, 2020 to April 2, 2020, would be the same as 2019 for the Nantucket route and similar to 2019 for the Martha's Vineyard route. The schedules for April 3, 2020 to May 14, 2020 would be the same on both routes.

The proposed schedules will be posted to the Authority's website and published in area newspapers for public comment over the next month. Staff will present their final version of the proposed operation schedules to the Board at its May 21, 2019 meeting.

5. The Board authorized Mr. Davis to approve several change orders and contracts, including:
- Change Order #32 to Contract No. 16,-2017 with Jay Cashman Inc. for \$168,450.57 relating to remedial work on the 96-inch monopiles at Slip No. 3 as part of our Woods Hole Terminal Reconstruction Project.
  - Change Order #33 to Contract No. 16,-2017 with Jay Cashman Inc. for \$314,862.41 relating to remedial work on the sheet pile bulkhead installation at Slip No. 3 as part of our Woods Hole Terminal Reconstruction Project.
  - Contract 01-2019, Dry-dock and Overhaul Services for the M/V Martha's Vineyard to the lowest eligible and responsible bidder, Thames Shipyard and Repair Co. of New London, Connecticut, for a total contract price of \$589,330.
  - Contract 07-2019, Engineering and Design Services – Falmouth Maintenance Facility New Shop/Office Building, to DHK Architects Inc. to provide architectural, structural, mechanical, electrical, plumbing and fire protection design services for a new maintenance and office building at the Authority's current Falmouth Maintenance Facility in East Falmouth, in the amount of \$145,554.

The next regularly scheduled monthly board meeting is currently scheduled for 9:30 a.m. on Tuesday, May 21, 2019, at the Whaling Museum, 13 Broad Street, Nantucket. However, the location, time and date of these meetings are all subject to change; so please look for the formal notice for the meeting that will appear on this website next month. Thank you.



# Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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

March 19, 2019

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The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority ("SSA") Board held their monthly meeting Tuesday, March 19 2019 in the first-floor conference room (Room 103) of its administration building in Falmouth. Five members were in attendance: Chairman Robert R. Jones (Barnstable), Vice Chairman Marc N. Hanover (Dukes County); Secretary Kathryn Wilson (Falmouth); Robert F. Ranney (Nantucket); and Moira E. Tierney (New Bedford).

1. General Manager Robert B. Davis provided an update on the status of the Woods Hole terminal reconstruction project. During the past month, Jay Cashman Inc. began setting the falsework for the landside transfer bridge piles. Cashman later set the landside transfer bridge piles with a vibratory hammer, and also set the falsework for the waterside bridge piles. As they were performing that work, Cashman also drove and set four 16-inch diameter piles for the utility platform that will hold all the shoreside utilities for the ferries. Cashman also completed the bulkhead closure at the end of the new bulkhead, although a final engineering solution for the far north portion of the bulkhead has not yet been finalized.

Cashman completed working on cutting the top of the 96-inch monopiles to their design elevation during this past month. Cashman also tested the use of "spin fin" piles to see if the lengths of the piles needed for the future phases of the project can be shortened.

Meanwhile, Lawrence Lynch Corp is onsite to start installing the storm water drainage piping.

While this has been going on, Robert B. Our Co. completed the tap into the town's forced main sewer line and the horizontal drilling company completed installing the sewer discharge pipeline from the employee parking lot to the town's pipeline. As part of this project, Robert B. Our Co. was back onsite excavating large pits in the Woods Hole employee lot for the vacuum tanks for the ferry sewage pump-out system. Robert B. Our

was also completing equipment installation in Vineyard Haven for its sewer pump-out system in order to have it operational before additional work can proceed in Woods Hole.

Thus far, the Authority has sent out 51 “Community Emails” on what to expect in the coming weeks.

2. Mr. Davis provided an update on the design progress regarding the Woods Hole terminal building. He presented three (3) design alternatives to the Board that have been developed as a result of the engagement with several community groups following the Authority’s October public presentations. Staff and the architects plan to show the design alternatives to the Falmouth community at 6:00 p.m. on Thursday, March 28, 2019 at Falmouth High School and then to the Martha’s Vineyard community at 5:00 p.m. on Monday, April 8, 2019 at the Katharine Cornell Theater in Tisbury. The presentations will also focus on the comments received from the public since the last public presentations on October 9-10, 2018. How the Authority then proceed will depend upon the input it receives at the public presentations (as well as the input it receives from the Members), but management expects to then to present the design alternatives (as they may be revised due to comments received from the public) to the Falmouth Selectman as well as the Falmouth Historical Commission at a future commission meeting.

The three designs will soon be available on the Authority’s terminal project page, [www.steamshipauthority.com/WHterminalreconstruction](http://www.steamshipauthority.com/WHterminalreconstruction).

3. The Board approved a reauthorization of the Authority’s investment policy, as it is required to do every two (2) years. The policy is essentially the same as what was approved in February 2017 by the Board and establishes the framework for the Authority’s investments (which are fiscally conservative), identifies the types of permitted investments (government securities and the Massachusetts Municipal Depository Trust) and identifies risk avoidance.
4. The Board approved the 2019 Capital Budget, which includes \$1,775,000 in new projects, including \$1,000,000 to upgrade the Authority’s reservation system, \$100,000 to study a website upgrade and redesign, \$125,000 to purchase hardware and software for its Operations and Communications Center, and various other projects. The budget also includes a new maintenance shop building project request in Falmouth that is contingent upon receiving additional funding through state and/or federal grants.
5. The Board authorized Mr. Davis to award Contract No. 04-2019, “Agreement for Palmer Avenue Parking Lot and Hyannis Terminal Car Rental Services,” to Avis Budget Car Rental of Parsippany, New Jersey. Avis has provided car rental services at the Authority’s Palmer Avenue lot and at the Hyannis terminal for several years, but as the contract expires in May the Authority issued a Request for Proposals to interested companies. Three firms responded: Avis Budget, Enterprise Holdings and Hertz Rent a Car. All three nonfinancial proposals were rated “advantageous” by the Authority’s evaluation committee; Avis’ financial proposal included a minimum guaranteed amount per year of \$108,458, while Enterprise’s proposal was \$105,270 and Hertz’s was \$85,000

per year. The new contract will run until May 15, 2022, with the option of two one-year extensions at that time.

The next regularly scheduled monthly board meeting is currently scheduled for 10:00 a.m. on Tuesday, April 16, 2019, at a location to be announced in New Bedford, Massachusetts. However, the location, time and date of these meetings are all subject to change; so please look for the formal notice for the meeting that will appear on this website next month. Thank you.



# Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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

February 19, 2019

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The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority ("SSA") Board held their monthly meeting Tuesday, February 19, 2019, in the first-floor conference room (Room 103) of its administration building in Falmouth. Four members were in attendance: Chairman Robert R. Jones (Barnstable), Vice Chairman Marc N. Hanover (Dukes County); Secretary Kathryn Wilson (Falmouth) and Robert F. Ranney (Nantucket). Member Moira E. Tierney (New Bedford) was absent.

1. General Manager Robert B. Davis provided an update on the status of the Woods Hole terminal reconstruction project. Jay Cashman Inc., after a brief evaluation of the bulkhead situation, continued to drive the 96-inch monopoles in place for Slip #3. By and large they completed the driving of the monopoles, although they will need to use the diesel hammer on some of the piles to drive them to designed depths. Monopile #8, which is on the south side of Slip #3, currently is driven to only to a 60-foot depth, but Cashman has hit an obstruction and the engineers are looking into possible solutions.

Cashman continued work on the bulkhead that shifted when the head dolphin monopoles were driven. They will be realigning the bulkhead and de-tensioning the tie rods that were affected by the soils shifting during the monopile driving. Cashman completed the concrete demolition around the garden area and the old slip.

Cashman and the engineers continue to look at solutions for the obstructions preventing the sheetpiles for the north bulkhead from being driven to designed depths. The obstruction is the anti-scour pad from the old Slip #3 and has proven to be difficult to remove.

Thus far, the Authority has sent out 48 Community Emails on what to expect in the coming weeks.

2. The Board authorized Mr. Davis to approve an amended license agreement with Seastreak LLC to add additional service at Thanksgiving, during the Nantucket Christmas

Stroll and the Christmas in Edgartown events. They proposed five (5) days of service around the Thanksgiving holiday, running two round trips daily between New Bedford, Vineyard Haven and Nantucket. They also proposed Nantucket stroll service from Friday to Monday, with two trips daily except on Monday, which will be a single trip; and Edgartown service Friday to Monday with two trips daily.

3. The Board authorized the sale of high-speed passenger ticket books at a 20% discount prior to the resumption of the return of the *M/V Iyanough* to service in 2019. For the past seven (7) years, the Authority has offered a 20% discount on the sale of those books for a short period prior to the resumption of the *M/V Iyanough* service. This pre-season promotion has become more and more popular with the Authority's customers, both existing customers and new customers, as over 45% of the yearly ticket book sales for the *M/V Iyanough* occurred during the promotional period.

This year's promotion will run from Wednesday, March 20, 2019 through Friday, April 5, 2019. The discount would apply solely to electronic ticket books for adults, seniors and children.

4. The Board authorized Mr. Davis to execute several contracts and change orders:
  - Contract No. 02-2019, Dry-Dock and Overhaul Services for the *M/V Gay Head*, to the lowest eligible and responsible bidder, Senesco Marine LLC of North Kingstown, RI for a Total Contract Price of \$737,488.
  - Change Order #47 to Contract 09B-2012 with BIA.studio to cover the estimated expenses in the amount of \$824,280 relating to construction administration services & testing services stemming from the marine construction at the Woods Hole terminal during 2019.
  - Change Order #48 to Contract 09B-2012 with BIA.studio to cover the estimated expenses in the amount of \$205,187 relating to GZA testing services stemming from the marine construction at the Woods Hole terminal during 2019.
  - Change order #28 as part of Contract No. 16-2017 with Jay Cashman Inc. to cover the expenses in the amount of \$124,273.61 relating to avoiding the obstruction and driving the new sheet pile bulkhead for the northern portion of the wharf in Woods Hole.

5. Mr. Davis announced public sessions on Nantucket and Martha's Vineyard to allow island residents to learn more about the results of the comprehensive review of the Authority's operations issued by HMS Consulting, Glostén Associates and Rigor Analytics. The sessions are scheduled as follows:
  - 5:30 p.m. Monday, March 4, 2019: Nantucket High School cafeteria, 10 Surfside Road, Nantucket
  - 6:00 p.m. Tuesday, March 5, 2019: Martha's Vineyard Regional High School Performing Arts Center, 100 Edgartown-Vineyard Haven Road, Oak Bluffs
6. The new Falmouth representative to the Board, Kathryn Wilson, attended her first meeting Tuesday. As per the Board's practice, the holder of the Falmouth seat would serve as secretary in 2019; therefore, she was elected to that office by a vote of her peers.

The next regularly scheduled monthly board meeting is currently scheduled for 10:00 a.m. on Tuesday, March 19, 2019 at the SSA's administrative office, 228 Palmer Avenue, Falmouth. However, the location, time and date of these meetings are all subject to change; so please look for the formal notice for the meeting that will appear on this website next month. Thank you.



# Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

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

January 22, 2019

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The Members of the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority ("SSA") Board held their monthly meeting Tuesday, January 22, 2019 in the first-floor conference room (Room 103) of its administration building in Falmouth. Four members were in attendance: Chairman Robert R. Jones (Barnstable), Vice Chairman Marc N. Hanover (Dukes County); Robert F. Ranney (Nantucket); and Moira E. Tierney (New Bedford). The seat of the Falmouth representative was vacant at the time of this meeting.

1. General Manager Robert B. Davis provided an update on the status of the Woods Hole terminal reconstruction project. Jay Cashman Inc. has continued work on driving the 96-inch monopiles at what will be the new Slip #3. The first pipe pile went in to within 4 feet of the expected depth, but the second pipe pile hit an obstruction, which left the pipe pile at an angle and damaged the hammer used to drive the piles. The hammer was replaced with a vibratory hammer and the second pipe pile was removed, repaired and reset. So far, they have driven five of the pipe piles. Lawrence Lynch Corp. continues to support Cashman with the removal of excavated materials from the site.

Cashman is planning to continue work on the new bulkhead and the corresponding deadman wall. Manchester Awning has installed the canopy frame and roof sections for the new passenger tents at the vessel loading area.

Thus far, the Authority has sent out 44 Community Emails on what to expect in the coming weeks.

2. Counsel Steven M. Sayers also provided an update on the design plans for the Woods Hole terminal building. Following a community meeting in Falmouth and an open house on Martha's Vineyard at which the terminal design plans received mixed reviews, the Authority has started a dialogue process with the Woods Hole Community Association and the SMART Citizens Task Force in which the Authority has discussed the size and

design of the building, as well as its program needs for the facility. The Authority also used its bucket truck to demonstrate the heights of different variations on the building design. Those community meetings have continued into this month and more are scheduled in upcoming weeks.

3. The Board authorized Mr. Davis to approve an amended license agreement with Hy-Line Cruises that will allow them to run more trips in 2019. On the Nantucket run, most of the nineteen (19) additional trips will be scheduled around the Thanksgiving holiday; on its Martha's Vineyard route, it will add two (2) additional trips between Labor Day and Columbus Day; and on its inter-island service, it will run one (1) additional trip in that same time period.
4. The Board authorized Mr. Davis to approve an amended license agreement with Seastreak Cruises LLC to increase the number of roundtrips in 2019. Its 2019 operating schedule will eliminate the 9:30 p.m. trip on the Vineyard route in the mid-June to September time period from Sundays through Thursdays; will add a daily round trip on the Nantucket route in that same time frame; will add sixteen (16) days to its early September to mid-October schedule; and will add service on Memorial Day. Requests to add service around Thanksgiving and two Christmas events on the islands will be addressed at the February Board meeting after the conclusion of a public comment period.
5. Following executive session, the Board reconvened in public session and approved a new lease agreement for use of the property at 1251 Route 28A, Cataumet (the "Cataumet lot") for off-site parking during a 10-year term running from December 1, 2018 to November 30, 2028. The lease gives the Authority the right of first refusal to purchase the property during the term of the lease and raises the minimum annual rent on the property to \$75,000 per year.
6. At a separate meeting held in the afternoon, the Board began its discussions about how to implement the recommendations contained in the comprehensive report of the Authority's operations by HMS Consulting, Glosten Associates and Rigor Analytics. The report contained ten (10) recommendations in four areas in which the consultants believed the Authority could improve its operations. They are:

Process-based management

- i. Adopt a Safety Management System
- ii. Adopt a Quality Management System
- iii. Adopt a Learning Management System

Vision

- iv. Mission Statement and Objectives
- v. Strategic Planning

Organizational Structure

vi. Engineering Resources

vii. Health, Safety, Quality and Environmental Management

viii. Vessel Operations

Management Recruiting and Accountability

ix. External Recruitment

x. Performance Objectives/Accountability

Mr. Davis discussed with the Board the fact that many of these recommendations overlap and can be carried out concurrently with one another, but overall it will take some time – perhaps as long as two years – to carry out all of them. The Board discussed the need to hire a consultant to aid in the implementation of the recommendations; to that end, Mr. Davis will be seeking proposals from several maritime firms in that regard.

The Board and Mr. Davis also discussed which positions to add to the Authority's organizational structure of the items presented by HMS; it was agreed upon that seeking a qualified candidate for a new position, director of marine operations, should be the first priority. Adding a director of health, safety, quality and environment and a planner position were among the other options discussed, as was the possibility of adding a chief operating officer, although that position, if added, would come further along in the process.

The next regularly scheduled monthly board meeting is currently scheduled for 10:00 a.m. on Tuesday, February 19, 2019, at the SSA's administrative office, 228 Palmer Avenue, Falmouth. However, the location, time and date of these meetings are all subject to change; so please look for the formal notice for the meeting that will appear on this website next month. Thank you.