

MASSACHUSETTS PORT AUTHORITY  
MINUTES OF THE MEETING HELD ON  
MAY 17, 2018 AT 9:00 A.M.  
ONE HARBORSIDE DRIVE, EAST BOSTON, MA

The meeting of the Members of the Massachusetts Port Authority was held at One Harborside Drive, East Boston, Massachusetts on May 17, 2018. Chairman Lewis G. Evangelidis presided. L. Duane Jackson, Patricia A. Jacobs, John A. Nucci, Stephanie L. Pollack, Laura Sen (by telephone), Thomas P. Glynn, CEO and Executive Director, Catherine McDonald, Chief of Staff, Michelle Kalowski, Acting Chief Legal Counsel, John P. Prankevicius, Director of Administration and Finance and Secretary-Treasurer, Edward C. Freni, Director of Aviation, Lisa Wieland, Port Director, Houssam H. Sleiman, Director, Capital Programs & Environmental Affairs, James Doolin, Chief Development Officer, Joris Jabouin, Director, Internal Audit, Francis Anglin, Director, Information Technology, George Naccara, Chief Security Officer, David Gambone, Director of Human Resources, Jose Masso, Director of Policy, Kenn L. Turner, Director of Diversity & Inclusion/Compliance, Flavio Leo, Director of Aviation Planning and Strategy, and Michael A. Grieco, Assistant Secretary-Treasurer were in attendance.

The meeting commenced at 9:00 A.M.

Mr. Evangelidis stated that Ms. Sen will be participating by telephone.

Public Comment

Mr. Dayail Gethers, a wheelchair attendant for FSS at Terminal C, commented regarding alleged employee wage theft by FSS. Mr. Gonazalo Morban, a cabin cleaner for Ready Jet, commented that while his daughter was also a cabin cleaner for Ready Jet she was allegedly a victim of sexual harassment by her supervisor and then fired after she reported it. Ms. Mariama White-Hammond, a minister at Bethel AME Church, commented on her solidarity with the contract workers against wage theft and sexual harassment.

Ms. Pollack joined the meeting at 9:15 A.M.

Ratification and approval of the minutes of the April 12, 2018 Board Meeting

Upon a motion duly made and seconded, it was

VOTED:

To ratify and approve the minutes of the April 12, 2018 Board Meeting.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

### Chairman's Comments

Mr. Evangelidis noted that he was a passenger on the inaugural JetBlue flight from Worcester Airport to New York City and that the addition of this route is another success story of which everyone can be proud.

### Report of the CEO

Mr. Glynn provided information on the *Sustainable Massport* publication, on Joris Jabouin's upcoming departure for a job in South Florida, on the relationship between oil prices and interest rates and ticket prices and passenger load factors, on the Authority's release of an RFP to study a Logan Automated People Mover, on the Airports Council International feature on Logan as an environmentally friendly airport, on new requirements on airlines and terminal operators to prevent future winter storm incidents at JFK Airport, on Worcester Airport's 500,000 passenger event, on the first CAT III landing at Worcester Airport, on the first JetBlue flight from Worcester Airport to JFK, on the American Airlines route from Worcester Airport to Philadelphia, on the cruise season kickoff event, on the Propeller Club's recognition of Governor Baker, on U.S. Maritime Administrator Buzby's visit to the Port of Boston, on the Authority's strategy for potential development at the Braintree Logan Express site, on the competitive restaurant environment and the business diversity challenges in the Seaport, on the South Boston Waterfront Transportation Center soft opening, on the preparation of the Omni Hotel case study by the Harvard Kennedy School, on the rescheduled Omni Hotel groundbreaking event, on the Authority's 2018 Fiscal Year to date financial performance, on the GFOA's award of its Certificate of Achievement in Financial Reporting to the Authority for its Comprehensive Annual Financial Report (CAFR), on the Committee on Foreign Investment in the United States (CFIUS) which reviews transactions that could result in control of a domestic business by a foreign entity, on the presentation to the Financial Management Control Board on the Authority's collaborations with the MBTA, on the SilverLine 3 service from Chelsea to South Station through Logan, on the newspaper articles reporting that there are no plans for a Logan Airport access fee, on the Piers Park Sailing Center 2018 Kickoff event, on Governor Baker's State Police reforms, on the Women in Transportation Awards honoring Secretary Pollack as 2018 Woman of the Year and the Authority as Employer of the Year, and on the Authority's Sexual Harassment Policy and an allegation against a Commercial Service Operator (CSO). Mr. Freni presented information on new Logan records set in April for number of passengers in one day, number of vehicles parked, and number of TNC dispatches, also on the increase in year to date number of passengers over last year, and on the fatal Southwest Airlines incident linked to engine failure.

### Strategic Plan Implementation

#### Technology Presentation

Mr. Anglin presented information on the establishment of a working group to identify and evaluate potential data opportunities and on the process methodology, on examples of data commercialization, on some potential IT customer service initiatives being tested such as parking reservation and valet systems, and on the development of an "all in one app". Mr. Masso presented updates on Autonomous Vehicle (AV) testing, on Governor Baker's AV Working Group, and on other public sector AV coordination efforts.

#### Remote Check-In

Mr. Leo presented information on the advantages of a remote checked baggage system (the “System”), on the Tampa Airport System implemented in 2017 at its rental car center, on the baggage delivery process from the rental car center to the departure level curbside induction points, on the various issues to be considered for implementing a System at Logan, on some ongoing analysis with the primary national vendor, and on some next steps.

#### Safety and Security Committee

##### LEAP Exercise

Mr. Naccara provided information on the presentation that he and other participants gave to the Airport Law Enforcement Agencies Network (ALEAN) on the 2017 LEAP Exercise. Mr. Naccara noted that the presentation was well received and resulted in multiple requests from other airports for assistance in duplicating the exercise.

#### Human Resources and Compensation Committee

##### CEO Annual Accomplishment Report

Mr. Glynn presented information on the goals set by the Authority’s Board Members at the time of the CEO search process resulting in his appointment, on team building, employee morale, diversity and inclusion, on the 2014 Phase I Strategic Planning Initiatives, on the Strategic Planning Phase II launched in 2017, on safety and security, on community relations, on telling the Massport story, on labor relations, on financial management, and on some current challenges.

##### Diversity Metrics Report

Mr. Gambone presented information on the 2017 recruitment activity by job categories for females and minorities, on the 2017 Authority-wide goals for females and minorities by job categories, and on the percentage of female fire fighters employed at the Authority.

##### Performance Appraisal Schedule

Mr. Glynn noted that, as proposed at the Human Resources and Compensation Committee meeting, starting in FY19 the employee performance appraisal schedule will be changed from a ten month cycle to a twelve month cycle.

Community Outreach Committee

Massport CAC Update

Mr. Leo provided information on Professor Hansman's presentation at the CAC Aviation Subcommittee Meeting on the Block 2 procedures under consideration, and on the FAA Technical Team's internal meetings on the Block I recommendations.

Real Estate and Strategic Initiatives Committee

John Hancock Office Relocation

Mr. Doolin noted that John Hancock is moving its offices from the Manulife Building in the Seaport to the Back Bay and that due to the very high interest in the building from potential tenants there is not expected to be any negative financial impact to the Authority.

Parcel A-2 RFP

Mr. Doolin presented information on the Parcel A-2 RFP schedule, on the twelve RFP submissions received, and on the four equally weighted selection criteria.

Facilities and Construction Committee

Delegation of Authority Limit Increases

Mr. Sleiman presented an overview of the recommended delegated authority increases.

Upon a motion duly made and seconded, it was

VOTED:

The Management Policies and Delegations of Authority Thresholds, as adopted by Board vote of the Authority on September 26, 1995, and as amended by Board vote of the Authority on June 21, 2012, as to construction contracts and design service agreements, and as further amended by Board vote of the Authority on September 19, 2013, as to contracts for the procurement of goods, services, and equipment, as well as legal settlements of claims on behalf of and/or against the Authority, be revised as follows:

Approve an increase in the Board delegated authority thresholds as follows:

1. Increase delegated authority for Design Service Agreement from \$500,000 to \$2,000,000.
2. Increase delegated authority for Construction Contracts from \$1,000,000 to \$5,000,000.
3. Increase delegated authority for the Procurement of Goods, Professional and Non Professional Services Contracts and Equipment from \$1,000,000 to \$5,000,000.
4. Authorize delegated authority thresholds for Project Budgets to \$5,000,000.
5. Eliminate the \$225,000 cap on construction change orders, but keep the 10% threshold for all change orders.

All other delegated authority threshold levels, policy directives, reporting requirements, and internal controls authorized by the Board vote of the Authority on September 26, 1995, and as amended by the Board votes of the Authority on June 21, 2012 and September 19, 2013, shall remain in full force and effect.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

MPA L1549 – Logan International Airport Parking Program, Logan International Airport, East Boston, MA, Partial Project Budget

Mr. Sleiman presented information on the to 5,000 spaces added to the Logan parking freeze to address the existing parking shortage, on the potential parking garage sites that staff considered in consultation with the Logan Impact Advisory Group, on the two selected sites, and on the Authority's commitment to High Occupancy Vehicles (HOV).

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer to take all actions necessary or desirable and to execute all agreements necessary or desirable in order to continue with and complete the Authority's Capital Project known as the Logan International Airport Parking Program (MPA L1549) subject to the following conditions: funds expended for the Logan International Airport Parking Program Capital Project shall not exceed \$5,000,000.00 (the "Approved Partial Budget"), as shown on the Financial Summary presented at the Board Meeting on May 17, 2018; the Director of Capital Programs and Environmental Affairs shall provide to the Board annual updates on expenditures, contract amendments and change orders related to the Logan International Airport Parking Program Capital Project, and shall report back to the Board if at any time during the life of the Project it appears likely that the Project will exceed the Approved Partial Budget; and the Director of Capital Programs and Environmental Affairs also shall report any material changes to the scope of work for the Capital Project as described in the backup materials presented at the Board Meeting on May 17, 2018. The CEO & Executive Director shall obtain all necessary permits and approvals and shall conduct all required environmental reviews prior to the execution of any agreement or to the commencement of any action all as may be required by law. The Authority intends to fund all or a portion of the cost of this Capital Project with tax exempt bonds. Any agreement arising out of this vote shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

Audit and Finance Committee

Conley Terminal Crane Acquisition Project

Mr. Prankevicius noted that the State had executed the \$107.5 million Conley Terminal MOU with the Authority, the goals of the \$45 million Conley cranes RFI, and that the RFI had been issued.

Assent Agenda

MPA AP1813-C1 – FY2019-2021 Term Contract for On-Call and Environmental Emergency Services and Maintenance Services

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer to execute on behalf of the Authority an agreement for MPA AP1813-C1 – FY2019-2021 Term Contract for On-Call Environmental Emergency Services and Maintenance Services with Clean Harbors Environmental Services, Inc. in the not-to-exceed amount of \$2,340,510.99. The agreement shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

MPA AP1521-C1 – FY2016-2019 Term Contract for On-Call and Environmental Emergency Services and Maintenance Services Amendment

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer to execute on behalf of the Authority an amendment to MPA AP1521-C1 – FY2016-2019 Term Contract for On-Call Environmental Emergency Services and Maintenance Services with Clean Harbors Environmental Services, Inc. Under the terms of the amendment the not-to-exceed amount will be increased \$500,000.00 resulting in a total not-to-exceed amount of \$2,608,541.95 for the three year period ending July 31, 2018. The amendment shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

CNG Fuel Purchase Order Supplement

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer, or their respective designees, to issue on behalf of the Authority a supplement to the purchase order with Clean Energy for compressed natural gas for Authority vehicles including buses in the not-to-exceed amount of \$2,340,000.00 resulting in a total not-to-exceed amount of \$4,805,000.00 for the period ending March 31, 2021. The supplement to the purchase order and all related documents shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

Logan Office Center Security Services Contract

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer to execute on behalf of the Authority an agreement with G4S Secure Solutions (USA) Inc. in the not-to-exceed amount of \$1,143,414.00 for security services at the Logan Office Center, the Bird Island Flats Parking Garage, Visitor Parking Lots A and B, and a portion of the Harborwalk for a two-year period, and subject to further Board authorization, two, one-year option periods. The agreement shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

Piers Park Sailing Center Contribution

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director or his designee to make a contribution on behalf of the Authority to the Piers Park Sailing Center, Inc., in the amount of \$25,000.00.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

East Boston Neighborhood Health Center Contribution

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director or his designee to make a contribution on behalf of the Authority to the East Boston Neighborhood Health Center in the amount of \$25,000.00.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

Boutique Air Operating Agreement

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer to execute on behalf of the Authority, conditional upon receipt of all required documentation, an agreement with Boutique Air, Inc. or to take such other action as may be deemed appropriate to allow Boutique Air, Inc. to conduct operations at Logan International Airport. Boutique Air, Inc. will pay all applicable fees established by the Authority for use of airport premises, including, but not restricted to, landing fees, parking fees, rental charges for terminal or other space at the Airport, and such other charges and fees as the Authority has established or may establish from time to time. Before the agreement is executed, or Boutique Air, Inc. is otherwise authorized to commence operations, Boutique Air, Inc. shall have valid and current certifications and authorizations from all state, federal and other governmental regulatory bodies for the aircraft used and the aircraft operation conducted, and the operating agreement shall be subject to cancellation or termination by the Authority. The agreement shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

Primera Air Scandinavia Operating Agreement

Upon a motion duly made and seconded, it was

VOTED:

To authorize the CEO & Executive Director, Secretary-Treasurer or Assistant Secretary-Treasurer to execute on behalf of the Authority, conditional upon receipt of all required documentation, an agreement with Primera Air Scandinavia A/S a/k/a Primera Air Scandinavia, Inc. or to take such other action as may be deemed appropriate to allow Primera Air Scandinavia A/S a/k/a Primera Air Scandinavia, Inc. to conduct operations at Logan International Airport. Primera Air Scandinavia A/S a/k/a Primera Air Scandinavia, Inc. will pay all applicable fees established by the Authority for use of airport premises, including, but not restricted to, landing fees, parking fees, rental charges for terminal or other space at the Airport, and such other charges and fees as the Authority has established or may establish from time to time. Before the agreement is executed, or Primera Air Scandinavia A/S a/k/a Primera Air Scandinavia, Inc. is otherwise authorized to commence operations, Primera Air Scandinavia A/S a/k/a Primera Air Scandinavia, Inc. shall have valid and current certifications and authorizations from all state, federal and other governmental regulatory bodies for the aircraft used and the aircraft operation conducted, and the operating agreement shall be subject to cancellation or termination by the Authority. The agreement shall contain such other terms and conditions as the person executing in accordance with this vote deems necessary or desirable.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

FY17 GFOA Certificate of Achievement for Excellence in Financial Reporting

No discussion.

Motion to Enter Executive Session

Upon a motion duly made and seconded, it was

VOTED:

That the Authority enter executive session to consider the purchase, exchange, lease or value of real property, specifically regarding Parcels Q-1 and A Easement exchange, Roseland Pier 1 interim lease, Commonwealth Pier, and Massport Marine Terminal Parcels 4, 5, and 6, since a discussion in open session may have a detrimental effect on the negotiating position of the Authority; and

That the Authority enter executive session to discuss the deployment of security personnel or devices, or strategies with respect thereto.

Members Evangelidis, Jackson, Jacobs, Nucci, Pollack, and Sen (by telephone) voted Yes.

Mr. Evangelidis stated that the Authority will not reconvene after Executive Session.

The public session adjourned at 10:55 A.M.

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Michael A. Grieco  
Assistant Secretary-Treasurer

List of Documents and Other Exhibits Used in Public Session

1. Board Book
2. PowerPoint Presentation Slides