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MEETING POSTING

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All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Committee/Board/s	Nantucket Planning & Economic Development Commission
Day, Date, and Time	Monday, December 5, 2016, at 6:00 pm
Location / Address	4 Fairgrounds Road, Nantucket, MA Training Room □
Signature of Chair or Authorized Person	Mike Burns, Transportation Planner

WARNING: IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!

NP&EDC

AGENDA

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Please list below the topics the chair reasonably anticipates will be discussed at the meeting

- I. Call to Order:
- II. Establishment of Quorum:
- III. Approval of Agenda:
- IV. Approval of Minutes:
- V. Public Comment:
- VI. Action / Discussion Items:

Pages 3-14

Pages 15 -55

A. RFQ for assistance with the BOEM lease/permitting effort for sand mining in federal waters off Nantucket

Pages 56 - 86

B. RFQ for Old South Road Corridor Study

VII. Other Committee Reports

VIII. Staff Reports

IX. Other Business:

X. Adjournment

NP&EDC

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION



COMMISSIONERS: Nat Lowell (Chair), Andrew Bennett (Vice Chair), Kara Buzanoski, Jack Gardner, Matt Fee, Wendy Hudson, Bert Johnson, Leslie B. Johnson, Joe Marcklinger, Barry Rector, John Trudell, and Linda Williams

MINUTES

Wednesday, September 7, 2016

PSF, 4 Fairgrounds Road, Training Room – 6:00 p.m.

Purpose: Special Joint Meeting with BOARD OF SELECTMEN, HISTORIC DISTRICT COMMISSION, NP&EDC

NP&EDC STAFF IN ATTENDANCE: Andrew Vorce, Director of Planning; Leslie Snell, Deputy Director of Planning; Eleanor W. Antonietti, Zoning Administrator

ATTENDING NP&EDC MEMBERS: Nat Lowell (Chair), Kara Buzanoski, Matt Fee, Jack Gardner, Wendy Hudson, Leslie Johnson, Barry Rector (arrives after meeting called to order), John Trudell

QUORUM ESTABLISHED AT 6:19PM

NP&EDC MEMBERS ABSENT: Andrew Bennett (Vice Chair), Bert Johnson, Joe Marklinger

ATTENDING BOARD OF SELECTMEN MEMBERS & STAFF: Jim Kelly (Chair), Dawn E. Hill Holdgate (Vice Chair), Rich Atherton, Bob DeCosta, Matt Fee, C. Elizabeth Gibson (Town Manager)

ATTENDING HISTORIC DISTRICT COMMISSION MEMBERS: Kristine Glazer (Chair), Diane Coombs (Vice Chair), Raymond Pohl, John McLaughlin, Abby Camp, Vallorie Oliver (Associate Member), Matthew J. Kuhnert (Associate Member)

PUBLIC PRESENT: *See minutes.*

I. Call to Order:

The meeting was called to order at 6 p.m. by BOS Chairman Jim Kelly and HDC Chair Kristine Glazer.

M/S/A to recess and move to 1st floor Conference Room

UNANIMOUS by both BOS & HDC

II. Establishment of Quorum:

Quorum established for BOS & HDC at 6 p.m..

Quorum for NP&EDC established at 6:19 p.m.

III. Approval of Agenda:

Adopted by UNANIMOUS consent.

IV. PUBLIC COMMENTS:

Michael May – Nantucket Preservation Trust – reads from prepared statement. In favor of giving HDC all the tools it needs. Town support has declined. NPT conducted best practice study in 2015 to study other communities' endeavors to protect their historic fabric. Inadequate staffing and lack of human resources. Meetings are too long and people don't want to serve on HDC. Needs professional in

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house staff to assist applicants and provide technical input to commissioners. It was set up to be an independent board. In favor of HDC being involved with selection of new staff. PLUS has overstepped and HDC needs to remain free from perception of outside agency influence. NPT agrees with and supports HDC's request for more independent staff role. Urges BOS to give them resources they are requesting.

Charles Stott – Co-President of Nantucket Civic League – reads from prepared statement. Cites historical activities of NCL. HDC is vital to preservation of island's architectural integrity. HDC's 8/9/2016 Memo to BOS was discussed at Exec. Committee last night. Broad consensus that trained dedicated staff is essential. No position on removal of HDC from agreement.

Lucy Dillon – reads from prepared statement from former HDC member Kevin Kuester
In favor of supporting HDC's request.

Steven Cohen – attorney – agrees that HDC is critical to island economy but there is confusion of issues. We are more on the same page than parties seem to realize. No one doing reports before and after meetings. But moving it out of PLUS makes no sense. They just need more integrated support. Problem is that it is understaffed and underserved. It has begun to operate more within its proper jurisdiction lately. Major mistakes were corrected in 2012. Keep the network of PLUS intact but give HDC the additional support staff that it needs. Before PLUS, things were bad and they are better now. Services have improved. Continuing along that path will benefit all.

Linda Williams – speaking as former Chairman and Board member & not as NPEDC member – I will not repeat what I have already said in print. Been involved with town government since 1983. (Lists all of her various TON positions, past and present.) It was chaos before consolidation. Cannot have one rogue staff and board. PLUS was contracted to keep everyone under one roof and to save money. This is not a pro-development issue. Ashamed of actions of some HDC and BOS members. Blaming the staff is wrong. Libby should be given latitude to handle staffing. BOS should not insert itself into her hiring operation. Charter would need to be changed. You would need at least 7 members to vote to terminate the contract. Keep HDC under TON administration and keep the contract with PLUS. A previous Chairman of HDC told HDC Administrator not to do reports. A lot of things have been signed off on that should not have been signed off on. As Chairman, I was kept abreast of personnel issues. We have been discussing staff reorganization for several years. This is no surprise. When I left the Board, the current Chairman was in constant communication with PLUS staff. Give it a chance. If it fails, we reassess. No. 1 job candidate has a Historic Preservation degree. He will be well acquainted with Nantucket. They will have a dedicated Minutes person and a support staff clerical person to help John. Andrew and Leslie reorganized. You should support Libby. Do not undercut Libby's jurisdiction. That is not allowed under the Charter. HDC is in desperate need of 3 new staff members. Ridiculous to stop the hiring. Don't get lost in the weeds of "protecting the streetscapes". No one has to do anything if HDC stays within their jurisdiction. Verbal abuse, disrespect and rudeness has been dealt Libby, Andrew, and Leslie.

Ken Beaugrand – Chair of Nantucket Preservation Trust – Need for independent and qualified professionals. Critical that job descriptions are acceptable to the HDC. That has not been full understanding.

Barry Rector – Notes for the record that there is now fully constituted quorum of NP&EDC called at 6:19

David Barham – Former Chairman of HDC – 4 reorganizations in 5 years does not speak to a record of success. Feels that no one has consulted with HDC as to its needs. Indicative of staff that is not attuned to needs of the board it is serving.

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Brian Chadwick – former BOS member – reads from part of letter addressed to I&M. Appalled at behavior of BOS and HDC. Served 2 terms as member of BOS and NP&EDC. BOS spent a lot of effort to improve professional and administrative management. We strengthened the intent of the 1996 legislation established by the Charter. Direct reports to TON manager. HDC is part of TON administration and should conduct its departmental functions according to rules established under administration. HDC Enabling Legislation remains unaffected. PLUS oversight has led to improvements and interfering with a hiring process is unnecessary. End the interference and unprecedented meddling. Let professional managers do their jobs.

Mike Glowacki Is this the PUBLIC COMMENT part of the Agenda?

Jim Kelly This isn't a public hearing. I know the NP&EDC wishes to speak afterwards.

Glowacki So now is the time to talk. This seems to be a tempest in a teapot. Cooperation is a 2-way street. Charter and OML exist. Difficult to find BOS minutes on line.

Kelly We are changing that.

Bob DeCosta You are off topic

Glowacki I am talking about BOS complying with the Charter.

Catherine Stover (Liberty Street) A Charter change is not a hard thing to accomplish. It happened in 2002 when HDC was put under Town management. What we have now is not what the people voted for. All it takes is a Warrant Article.

V. ACTION DISCUSSION ITEMS

- A. **Discussion with Board of Selectmen regarding the Historic District Commission's ("HDC") Memo dated August 9, 2016, requesting the removal of the HDC from the 2012 Agreement between the Town of Nantucket and NP&EDC.**

Jim Kelly invites **Kristine Glazer** to speak.

Glazer – Chair of HDC – apologizes that PowerPoint she wanted to present is not working due to technology problem. Has handed out a chart illustrating a chronology of changes that have impacted HDC from 2006-2016 taken directly from TON Annual Reports. Thanks all for participating. Reads from prepared statement cataloguing history of HDC administration and activity. 44% decline in HDC submissions in 2010 due to market crash. The Chart lists percentages of numbers of applications and inspections. In 2011, several TON departments were consolidated. HDC assistant was reconstituted to become a minute taker. Streamlined permitting was the goal. As of 2016, these goals have not been fulfilled. Continue to use paper system and commission is encumbered by incomplete applications. Operational, managerial, budgetary efficiency were the goal of the consolidation. 2012 is the year of the MOU. Was supposed to improve customer service but HDC dedicated personnel was reduced from 4 to 2. Negative results of this consolidation include 1) Impact on enforcement and compliance, 2) loss of professional / institutional memory, and 3) lack of accountability and oversight. Best practices and regulatory process are not well known by current HDC members. NP&EDC is a Regional Planning Agency separate and distinct from Nantucket. Outsourcing is problematic. It is parallel but not part of town government.

Matthew Kuhnert – Associate Member of HDC – Our effectiveness has been compromised by erosion of dedicated staff. HDC should be consulted in development of proposed restructuring. Should be under direct oversight of Town Manager. HDC regulates changes of about 7,000 historic buildings. We have no dedicated staff to administer policy. Volume has increased to higher levels. To fulfill our mandate as an elected board of volunteer lay people we need dedicated staff. We do need clerical staff and an inspector but we also need professional expertise. Minimum qualifications are not robust and don't reflect the work that needs to be performed. BA is minimum qualification, not even a graduate degree. There are no assurances that these proposed staff would be exclusively

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dedicated to HDC. HDC requests that BOS articulate its support of HDC and we want Town manager to oversee HDC and support staff should be replenished to 2012 levels.

Dianne Coombs – Vice Chair of HDC – has served on HDC for 14 years. Highly respected board. Elected by public. It has been a commission for over 50 years. Shouldn't be part of another department. It should be able to stand by itself. Wrote a letter to Jim Kelly. We need an administrator who knows what he is doing. Staff should be aware of the history of what has been passed already. Important independent commission. Libby's supervision worked before and it will work again. We should have that option available to us. We know what is needed to be qualified for the job. You now have 5 volunteers doing office work. We need what we had before. 4 staff people.

John McLaughlin – Member of HDC – Interferences from other departments are preventing us from running things properly. TON needs to change that legislation. I will write a letter to the paper. A lot of things need to be straightened out.

Kelly ask HDC members to summarize a specific request.

Glazer *et al* Ask that the BOS articulate its support. Transfer supervision back to Town manager. Restore staff to 2012 levels and allow HDC to participate in hiring of said staff.

DeCosta explain what staff of 4 is going to be doing that the current PLUS staff is not doing. Previous chairman stopped technique of reviewing plans before applications are submitted.

Glazer HDC wants people right away. We did not understand the mechanics of the hiring.

Ray Pohl – Member of HDC – I have a self-interest which is the interest of the board. We have had a longstanding need for staff and we need it right away. Don't want to get too embroiled in mechanics of switching out of PLUS. We need to hire. Go forward with PLUS hiring process – there are good candidates. We have time to vet candidates to see if they will work for our Board and if not we reevaluate. I am in favor of immediate hiring. We may not need 4 but need more than zero. I don't know if seceding from PLUS is the answer. The short term goal is to garner support.

DeCosta There are many problems. You need a staff person. The way system is set up in PLUS Dept. now is phenomenally better. There is always someone there who understands all the applications in there. If someone goes on vacation or gets sick, the dept. cannot come to a screeching halt. The inspector position ... it's quick now. What is lacking lately is someone to review the documents when they come in to decide what goes on consent, what needs to go back, or what needs to be changed. Now it is up to the Board. Many things could bypass HDC hearing which are so long they run out of time. You need to be able to concentrate on important things and weed out the like kind or consent applications. Thinks BOS should be taken out of HDC appeal process. It should just go right to the courts. Unfair pressure from neighbors on you when you are there to concentrate on exterior architectural features. Drags meetings on and on. Things end up before the board that should not. Having a staff person to weed those out would be efficient. I won't support independent staff that reports to just HDC b/c HDC changes every year.

Atherton I don't think BOS will support staff that literally reports only to HDC. Having a professionally qualified staff member is important. Reviewing applications, filtering them, examining the plans, someone with architectural knowledge. We could compromise. Having a professional administrator is something we can all agree on.

Kelly that is why I asked for summary as you had sort of eliminated the charter amendment request. Personally reluctant to get into what kinds of people need to be hired but it is up to the TON administration to give you the resources you need and you are the best placed to know what that is. We need to provide you the staff you need.

Holdgate As to verbalizing support of HDC, I spent years on HDC b/c I care about it. It is important to the community and getting through the workload has been a struggle through the years. We could move in the direction of supporting their reasonable requests.

Fee agrees with Dawn. Professional reviewing and a few dedicated and a few shared staff are warranted. Like with Conservation Commission and Board of Health – it is a regulatory board. We need enforcement. Still should be housed at 2 Fairgrounds. Very convenient. Charter change is in the future, if at all. We want it to work better. Has been an issue for 4 years and has gotten worse, partly

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because Linda did a lot of work and she is not there. You cannot have something sustainable if volunteers are doing all the work.

Atherton come to resolution on job description including certain professional criteria/qualifications.

McLaughlin we have no staff. We should be hiring them to work for us, not another department. This is a take-over. Want people to know what is going on.

Atherton staff can be located in PLUS dept. but they don't necessarily have to report to PLUS staff. There are other organizational structural options. HDC's responsibility is a little different from that of other dept.s located in PLUS. We should not rule out switching it to some other part of Town administration. Do we discuss that now?

Kelly want this board to take a position and make a decision.

Coombs background of person hired as administrator is critical. John Hedden has learned very quickly. But we need someone more qualified as to historic restoration and zoning.

McLaughlin are there any comments from Town Counsel?

Kelly TC is prepared to talk about options

John Georgio – Town Counsel – This is a pure policy question as to how TON should organize PLUS dept. There are some legal issues which need addressing depending on which option. May not be productive to have that discussion tonight. You have an MOU and you have a Charter. Important for BOS to come to consensus as to how you want to proceed and we can advise you.

Kelly do we agree that Charter Amendment is off the table?

Polls sitting members. All agree to take Charter Amendment off the table.

Discussion about what staff description should be. Consensus is that HDC needs help handling applications. They are asking for a dedicated staff.

DeCosta Jeff Carlson is dedicated ConCom staff, but he has a whole other dept. he works for. You have to be careful with Union. They have to work for either PLUS or Town but not only the HDC. The person they have ready to hire could fill that position.

Kuhnert a lot of commentary about preliminary review personnel but we need someone who can provide research and input to the public as to historic preservation etc... The Section 106 process and the MEPA process.

DeCosta disagrees. Applicants need to be able to do their own due diligence.

Kuhnert one can never trust the applicant to provide information that is not in their best interest. We are only asking for 4 personnel. We could collaborate to devise adequate job descriptions to make sure that the work is being done properly.

Holdgate my understanding is that a consultant would be hired for additional level of expertise, would be paid for by the applicant, and would be of the HDC's choosing.

Kuhnert have not seen any such job description. Ensuring continuity of professional and policy and regulatory norms. This is not currently being achieved.

Atherton having a professional of this type on Town's staff who could have a broad perspective and do the detail work is necessary. Broader responsibility to interface with the community is needed.

Kelly synthesizes what they are asking for. They are asking for an HDC Administrator.

HDC Consensus YES

Barry Rector – commenting as NPEDC member – thinks HDC should have approached PLUS staff to be involved in hiring. Have served on boards and commissions for 15 years. Things are in place and HDC needs to talk to the staff who has developed them. Need to understand what has been brought into place. Go through Libby or PLUS staff.

Libby Gibson we have been at this for months in trying to provide HDC with higher level of staffing. There have been communications. Detailed memos. Stuck with living within collective bargaining obligations and a strict budget which hampers ability to hire exactly who HDC would prefer. We want help in developing an RFP in engaging a firm on an as-needed basis. We cannot hire an administrator in a vacuum here. How many historic structures have come before the HDC that could have used more detailed review? No one knows. Also dealing with changing board. Stuck with an elected board that is independent and makes its own decisions. Another idea is to conduct an operational review of the HDC to answer several questions. Worried about hiring someone with high

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qualifications whom we could not adequately compensate. This is not likely to be a non-union position.

Kelly Operational review should be done before candidates are identified.

Gibson would caution you all. Administrative changes to bring HDC staff under Town administration would be time consuming.

DeCosta asks to hear from Andrew

Gibson advised all to avoid delving into qualifications of applicants.

Andrew Vorce – Executive Director of PLUS – There is a part-time minute taker and another administrative specialist. Our administrative staff works very hard for HDC. John Hedden works very hard and does a fine job. All of our staff has been cross trained. It has not been overnight but they work well helping people. Final position is the Historic Compliance Coordinator who would be in the field following up on the enforcement. We know that people filling in have caught some things that were not caught before. The candidate meets those qualifications and would be a great asset for the commission.

Kelly we have taken the issue of the Charter Amendment off the table. Can we agree to move forward with hiring practices?

Pohl point of clarification. Personally – not speaking for entire board. The need is acute and longstanding. He is in favor of hiring candidates right now as it will take weeks to get familiar with the process. Urgent need

Fee difference of perception needs to be bridged. There needs to be a mechanism to solve this type of problem.

Kelly you shouldn't have to come before the BOS.

DeCosta we have an RFP out for an independent consultant whom you can request when your building is historic and in the historic district. He would not be full time. This is how we do a lot of things b/c we cannot afford such full time staff. This board asks for outside expertise/consultants all the time.

Glazer cites Andrew's memo dated 8/1/2016. Reads it aloud. Says the discussion was not inclusive. This Board has worked very hard since April. Glad Diane and Ray were able to meet with the candidate.

John Georgio It's important to read the MOU. May be an issue of perception. MOU makes it very clear that while PLUS provides services to the HDC, the Director of PLUS reports to the Town Mgr. Policies flow from BOS. Seems that if there is an issue with whether or not HDC is being included in some of this decision making, those concerns would be brought up with the Town Mgr.

Kelly that is what we are doing tonight.

Georgio It's an issue of staff. The line here is to go to Town Mgr. who is ultimately responsible to the board and to the town for the effective administrator of this MOA.

Nat Lowell – Chair of NP&EDC – My signature is on that MOU. Town Counsel points out that this could have all have been handled through Libby without need for airing dirty laundry in the paper and in public forum. Andrew's job comes under the NP&EDC. He cannot be fired by BOS. Linda was doing all the work. PLUS staff is cross trained and this is why PLUS was created. Let the people running things manage things and if you have a question, talk to them.

Kelly would like to resolve this tonight. There is a lack of quality communication between some of the parties. Question is how do we go forward tonight?

DeCosta Let staff do their job. We don't hire people.

Kelly Libby needs to meet the expectations of this Board.

Val Oliver – Associate Member of HDC – PLUS staff does an excellent job. What is lacking is that specific person. This job description is nebulous. We don't want to have 6 hour meetings. We are asking for a dedicated support person who can go through the applications. Linda did the lion's share of that job. As volunteers, who will hold us accountable if we make a mistake?

Kelly You are talking about adding another person or altering the job description. We need to rely on HDC to tell town administration what they need.

Fee they are telling us what they need. Are we listening?

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Gibson confused about what is wanted here. We could tweak the job descriptions. We asked for help and input from them about preservation consultant. If the board wants to see some sort of stronger position but there is always going to be collective bargaining.

Oliver face of HDC for the public, looks at applications, inspects ... one person.

Gibson We can refine the Compliance Inspector position. The Administrative Assistant is the other job.

Holdgate could 2 delegated members of HDC be involved in hiring? BOS should be taken out of this.

DeCosta We are micromanaging. We should hire and if it doesn't work after 90 days, start over again.

Pohl feels that the candidates have been thoroughly vetted. People can grow into a job. Every demand doesn't need to be met right now. Let's hire.

Kelly We need one voice to articulate.

Glazer didn't attend the interview. Ray and Diane met the Historic Compliance Coordinator applicants.

Kelly asks for clarity

Glazer we want an administrator in addition to the assistant who comes to our meetings.

Kelly would you work with the Town Mgr. ?

DeCosta warns about this resulting in every board coming in to ask for new staff

Gibson we are trying to hire and fill the positions.

Glazer Hire them. Wants to know if the clerical person be working with John Hedden?

Holdgate you need to sit down with Town Admin. You can always come back for an additional position if the budget permits.

Kelly we have eliminated the Charter Amendment.

Atherton there is a perception that PLUS admin. primarily reports to NP&EDC.

DeCosta PLUS is overseen by Andrew.

Kelly you don't need an MOU for Libby to delegate to Andrew. Looking for consensus. Conversation between HDC and Town Administration. I wouldn't recommend a change in the reporting relationship or asking Libby to change that.

Fee what is the management mechanism to solve disputes or misunderstandings in the future? This is overkill. It got to this point so we need to be here, but how can we avoid this?

Kelly it goes to Andrew and if that does not resolve the problem, they go to Libby and if that doesn't resolve the problem then they come here.

Gibson happy to meet with a few HDC members about this.

DeCosta if you have a grievance with PLUS, you can come to Libby. Her door is open.

Kelly No motions were taken.

Holdgate. Do you want to designate 2 members?

Georgio Refers to OML. If Board were to designate members, those meetings with Libby would have to be posted as that would constitute a subcommittee. Suggests that Chairman of HDC makes an appointment to meet with Libby. Don't want to violate the OML unintentionally or otherwise.

ADJOURNMENT M/S/A to ADJOURN MEETING at 8:20 p.m.

BOS Bob DeCosta Dawn Holdgate 2nds

HDC Ray Pohl Abby Camp 2nds

NPEDC Linda Williams Matt Fee 2nds

Submitted by:
Eleanor W. Antonietti



COMMISSIONERS: Nat Lowell (Chair), Andrew Bennett (Vice Chair), Kara Buzanoski, Jack Gardner, Matt Fee, Wendy Hudson, Bert Johnson, Leslie B. Johnson, Joe Marcklinger, Barry Rector, John Trudel, and Linda Williams

MINUTES

Monday, October 3, 2016

PSF, 4 Fairgrounds Road, Training Room – 6:00 p.m.

Purpose: Regular Meeting:

STAFF IN ATTENDANCE: Andrew Vorce, Director of Planning; Mike Burns, Transportation Planner; Eleanor W. Antonietti, Zoning Administrator

ATTENDING MEMBERS: Nat Lowell (Chair); Andrew Bennett (Vice Chair)/ arrives after meeting called to order; Kara Buzanoski; Matt Fee; Jack Gardner; Wendy Hudson; Bert Johnson; John Trudel; Linda Williams

ABSENT: Leslie Johnson; Joe Marklinger; Barry Rector

Public present: Paula Leary (NRTA); Rachel Hobart (ReMain); Roberto Santamaria (Board of Health); Campbell Scott

On the phone: Jill Cahoon (AE Com); Gabe Sherman (Mass DOT)

I. Call to Order:

The meeting was called to order at 6:02 pm

II. Establishment of Quorum:

Chairman Lowell declared a quorum was present.

III. Approval of Agenda:

Adopted as amended with removal of Subsections C & D of VI by **UNANIMOUS** consent.

IV. APPROVAL OF MINUTES:

The MOTION was made by Chairman Lowell and seconded that the NP&EDC does hereby vote to approve the NP&EDC minutes for August 8, 2016, as submitted.

The vote was **UNANIMOUS**.

V. PUBLIC COMMENTS:

NONE

VI. ACTION DISCUSSION ITEMS

I. Action / Discussion Items:

A. NRTA – review potential revenue sources for existing and expanded service

Paula Leary introduces Jill Cahoon who makes presentation explaining slides.

CAHOON reviews various slides regarding Phase II of year round NRTA study. Consensus is that year round service is for everyone.

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LEARY mentions Advisory Committee – made up of about 30 community members – who determined that year round service is needed as an all-inclusive way to provide access to services to otherwise isolated island residents.

CAHOON Goes over Innovative Funding Options, Managed Parking, Embarkation Fee FEE regarding Embarkation Fee numbers, asks CAHOON if she spoke to HyLine and SSA to get numbers related to commuter book numbers.

CAHOON Yes.

Continues with slide presentation onto Fare Analysis, recommending fare increase as there has not been a fare increase in 8 years. More palatable to commuters. Looking at average fare but will be looking at individual (cash versus pass) fares in more detail. Tourism explains high percentage of cash passengers on island. Overall goal with Fare Policy is to determine a rate that helps to cover cost of providing the service while not deterring the people from using said service. Complex fare increase timeframe is shown on a Potential Revenue Table. Focuses on Year 1 showing incremental increases in revenue according to different time frames. Explains dynamics of chart and order of magnitude figures with various fare increase options. Moves onto Fare Technology Benefits – refers to fare collection technology. Explains different types of Fare Technology. Looking at several different vendors. Reached out to 86 providers. 16 responses shown on slide (as of last week) but now have almost 25. All of technology types have been covered within Peer Review so far. Moves on to Next Steps. Looking for feedback from NPEDC.

LOWELL asks Board members if they have questions or comments. Not talking about routes, just talking about funding.

WILLIAMS still opposed to year round bus service. When did NRTA start out?

LEARY 22 years.

WILLIAMS When they first began, there were about 2 routes and a few buses. The expansion thus far has made sense but going beyond Stroll and trying to find people standing out there in cold weather seems ridiculous. Extending season into Fall and starting before Daffy might be better. Going from 0 to 100. Shuttle service from 2 Fairgrounds should run year round. Get the contractor trucks off the streets where they take up on street parking spaces. Against sending a kid out in frigid weather.

JOHNSON Kids take school bus. This is for Stop ‘n Shop workers.

WILLIAMS Seasonal workers are gone b/c visas expire. Against paid parking on the street but not against paid parking at 2 Fairgrounds. Would never vote to increase tax for hotels and B&B.

LOWELL suggests going through each strategy idea/Innovative Funding Options. Not opposed to increasing embarkation fee. Commuter books – should be a fee per book, not per ticket. Managed parking is another decent option. Let BOS pick method of payment for parking. \$1,000/year/vehicle for 2FG parking year round.

WILLIAMS They will go back to parking at Brant Point.

FEE They could move the line to make parking year round there illegal but then it becomes an enforcement issue.

TRUDEL How many buses are in operation, total?

LEARY 15 buses operated.

TRUDEL Do we have any advertizing on outside of bus?

LEARY No. Only on inside.

TRUDEL suggests advertizing and offers up some potential figures. Could be significant revenue.

LEARY Very controversial. Branding.

HUDSON Could be done as a quarterboard. i.e. “This bus sponsored by ____”. There could be private sector support. Hate that sales tax is still an option. Not an answer for this. Big question, given Linda’s concerns, is that it may be a huge jump, but there is the equality perspective. Are there other towns that have done this? How do we roll it back if the need we are anticipating is not really there? Worry about cost.

LEARY Vineyard has had great success.

HUDSON John had mentioned taxi vouchers. Are there other communities who have had to roll it back?

CAHOON All communities in last 5 years went with roll out that was slightly less than desired with idea that increased ridership would lead to expanded service. Looked at cost saving options. Less frequency –

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one bus used for 2 routes. Start smaller. All 3 communities which started with curtailed roll out ended up expanding to desired level of service. Millennials and elderly are greatest users.

WILLIAMS we go from 50,000 to 10,000 right after Stroll

GARDNER If buses were on time, people would be there.

WILLIAMS You have the Island Ride for senior citizens now. Very popular. Won't work after Stroll.

LEARY Remember that we held public meetings in January. A lot of year round people who use bus in the summer came and strongly supported a reliable year round service. Mostly the OSR and mid-island corridors. Shuttle funding has to happen at BOS level. Not part of this discussion. We only ran it until Labor Day this year b/c funding ran out.

TRUDEL Implement mid-island route year round. 50% of overall revenue is generated from mid island routes.

WILLIAMS We have now taken Lovers Lane and Blvd. so buses could go down those roads now as they are open access now.

VORCE What action is expected by the Board tonight? Are we talking about sponsoring some of the Home Rule Petitions? Such as the Embarkation fee.

LOWELL thinks we need to look at Embarkation Fee increase, or something like the Great Point stickers, or beach stickers.

B JOHNSON How many beach or Great Pt. stickers do we sell?

HUDSON As a downtown merchant, could be a hardship to come to town. Vehicle registration fee could be better. Deters more vehicles and enhances public transportation.

WILLIAMS That only goes after locals, not the summer residents/seasonal visitors.

LOWELL Have to have a fee attached to car ticket. Can we add tacking a fee to summer vehicles? A fee for summer cars. Parking privilege fee. Has to be on SSA bill to bring your car.

TRUDEL What is our goal tonight? Need to pare these down to viable options.

BURNS We need to know what direction you want us to take? Recommendation for the BOS as a way for financing this. Sticker program could be added. We need a recommended tool box.

LEARY Explains Hospitality fees – as used by other communities. It's a \$1 fee on your charge that goes to public transit. (in answer to LW's concern that hospitality tax is bad idea as they already pay occupancy tax/fee).

FEE BOS were leaning towards doubling the rates b/c they haven't been touched in 8 years and restricting to year round service to more demonstrably popular routes. Had to push them to talk about other funding b/c they were satisfied with raising 80% of needs funds. Embarkation fee was also popular. There was a push "Don't charge downtown." Thinks downtown businesses are suffering b/c many people just park all day long downtown, keeping potential customers from being able to park and shop. Thinks we have to bite the bullet on that option and enforcement.

BENNETT Metering idea like Hyannis creates more circulation than stickers as the stickers allow people to stay in same spot all day.

Discussion about TON putting up some of the money to get it started but not enough "Free Cash" but FEE points out that taxes are already going to go up again b/c of number of infrastructure improvements that need influx of cash.

WILLIAMS Condense it down to 3 options.

BURNS Support for embarkation and fleshing out idea for downtown parking sticker and increasing the fares

LEARY Suggests they restrict their recommendations to an increase, avoiding reference to doubling it.

The MOTION was made by Linda Williams and seconded that NPEDC support exploration of Embarkation fee, changes in fares charged, parking sticker, and continuation/expansion of 2FG SHUTTLE.

The vote was **UNANIMOUS**

NP&EDC Minutes for October 3, 2016

B. Modification of PLUS agreement update

VORCE positive change.

The **MOTION** was made by Linda Williams and seconded that **NPEDC** ratify removing the Board of Health from PLUS.

The vote was **UNANIMOUS**

~~C. South Eastern Economic Development (SEED) Corporation and Cape Cod Five Cents Savings Bank – Business workshops for entrepreneurs~~

~~D. Housing Production Plan – contract with Edward Marchant~~

E. Old South Road Corridor Study – Review draft study area and scope

BURNS Have a low budget of \$25,000 for consulting services. A lot of data collected on several intersections. We could save money on that aspect. Study area is OSR intersections – connectivity & mobility between OSR and Milestone Road is important. Goes through current recommendations – asking for capital funding at Town Meeting for Fairgrounds and Old South Road. Study would evaluate connectivity and left hand turning movements (coming out of Naushop or Amelia Drive). Increased frequency of public transportation along OSR which currently does not serve the existing population density. Bus pull offs. Need more connectivity for the bike crossings. Making it safer by including refuge areas – need to investigate ways to make it safer.

FEE especially needed along Fairgrounds.

BURNS Trying to make this multi-modal in spirit of Complete Streets. Breaks it down into tasks. 1) Define Study Area. 2) Goals and objectives. 3) Evaluation criteria. 4) Public involvement. Existing and Future Conditions will allow us to rely on institutional knowledge. Enlists Board members to submit comments now to help refine game plan going forward. Don't want to start doing this analysis unless we have sufficient support.

LOWELL Use the ideas connected with RICHMOND Group to avoid duplication, given low budget.

BURNS What TetraTech is doing is a peer review of Richmond development. We are looking at more macro-level, but we will want to use some of that data.

LOWELL Need to spread out the traffic congestion. There will be about 400+ units combined along OSR in coming years.

BURNS This would give people an idea of what it will look like. Identify strategies for investing in roadways or contemplated improvements. Conceptualize. This is the 1st step.

Has to write project scope for evaluation services that we are going to seek. Will try to form a work group.

LOWELL Do we need to take a vote?

VORCE We need to name the members who will be on the workgroup.

John Trudel, Jack Gardner, Linda Williams, Kara Buzanoski will be on work group, as determined **BY CONSENSUS**.

BURNS This would not constitute a quorum so would not have to post.

Gabe You are thinking through all of the right issues. Just send over final scope of work. (MASS DOT has to approve.)

F. Special Town Meeting – Review of Warrant Articles

VORCE nothing of NPEDC concern but here in case you want to weigh in on any of the articles.

NP&EDC Minutes for October 3, 2016

VII. Other Committee Reports

HUDSON Rural Policy Commission

Went last Friday in Truro. They had set up subcommittees and was on Economic Development Commission. Going to be meeting with them in Worcester area. Has lots of ideas for small business perspective. Seeking tangible suggestions to advance to governor.

VIII. Staff Reports

BURNS directs Board members to see last page of packet. You might remember amending TIP. This is list of bids that came in for eligible bidders. We came in below. Next step is notice to proceed. In town bikepath is close to getting started. Low bid was Northern Construction.

IX. Other Business:

NONE

ADJOURNMENT M/S/A to ADJOURN MEETING at 7:45 p.m.

Submitted by:
Eleanor W. Antonietti

Coastal Consultants for Offshore Sand Source

Baird
Attn: Gordon Thomson
5014 NW 24th Circle
Boca Raton, FL 33431
gthomson@baird.com
<http://www.baird.com>

Coastal Science & Engineering
Attn: Tim Kana
160 Gills Creek Parkway
Columbia SC 29209
tkana@coastalscience.com
<http://coastalscience.com>

Moffatt & Nichol
Attn: Santiago Alfageme
529 Fifth Avenue, 14th Floor
New York, NY 10017
salfageme@moffattnichol.com
<http://www.moffattnichol.com/>

Woods Hole Group
Attn: Bob Hamilton
81 Technology Drive
East Falmouth, MA 02536
bhamilton@whgrp.com
<http://www.woodsholegroup.com>

REQUEST FOR QUALIFICATIONS

BUREAU OF OCEAN ENERGY MANAGEMENT
(BOEM)

CONSULTING SERVICES

OFFSHORE SAND RESOURCES FOR COASTAL
RESTORATION

SCONSET BEACH AND BLUFF
NANTUCKET, MA

Prepared for:

SIASCONSET BEACH PRESERVATION FUND (SBPF)
PO Box 2279
Nantucket, MA 02554

Prepared by:

EPSILON ASSOCIATES, INC.
3 Clock Tower Place, Suite 250
Maynard, MA 01754

November 18, 2016

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1.2	SBPF Geotextile Tube Project	1
1.3	Offshore Sand Sources	3
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Attachment

Presentation by Maria Hartnett of Epsilon Associates at the American Shore & Beach Preservation Association (ASBPA) Annual Meeting 2016 entitled "Installation and Monitoring of Geotextile Tubes for Coastal Bluff Protection at Siasconset, Nantucket."

1.0 INTRODUCTION

1.1 Background

The Siasconset Beach Preservation Fund (SBPF) is seeking a qualified engineering and environmental consulting firm to assist SBPF and the Town of Nantucket, potentially through the Nantucket Planning and Economic Development Commission (NP&EDC), to obtain the approval to remove sand from federal waters. The sand will be used as a protective sand volume in conjunction with the existing 947-foot long geotextile tube project which is protecting properties at Siasconset ("Sconset) Bluff on the eastern side of Nantucket Island.

SBPF also plans to expand their geotextile tube project and will be seeking permits to conduct this expansion in early 2018. This expansion would greatly increase the volume of sand required for both (1) construction of the expanded geotextile tube project and (2) providing ongoing mitigation sand to compensate for preventing the bluff from eroding and contributing sand to the littoral system. The lease and permitting effort will anticipate this expanded project and associated mitigation.

Bureau of Ocean Energy Management (BOEM) is the federal agency within the U.S. Department of the Interior that is responsible for managing the exploration and development of offshore marine resources in federal waters. The Marine Minerals Program (MMP) is the program within BOEM that manages sand and gravel resources in federal waters when the primary use is for beach nourishment and other forms of shore protection, and coastal habitat restoration.

The MMP has been responsible for the following:

- ◆ Executing 51 leases
- ◆ Managing 40 coastal restoration projects
- ◆ Authorizing the use of more than 114 million cubic yards of sand and gravel resources
- ◆ Restoring more than 295 miles of shoreline

1.2 SBPF Geotextile Tube Project

Sankaty Bluff, a 70 to 90-foot tall glacially-formed sandy bluff located on the southeastern coast of Nantucket, is currently one of the more active coastal erosion areas on the East Coast due to its narrow fronting beach and exposure to northeaster storms. See attached presentation made to the 2016 annual American Shore & Beach Preservation Association (ASBPA) meeting for background on the project. Bluff erosion rates have averaged just under 5 feet/year for the last 10-20 years; however, single season erosion rates can be as

high as 30-40 feet/year. A neighborhood of residential dwellings was established on top of the bluff in the late 1800's and early 1900's and has been severely threatened by ongoing erosion. Many homes have been moved (landward on their existing lots or onto more landward lots) or completely lost. SBPF, a group of bluff-top homeowners, has proposed and constructed a number of innovative bluff protection and beach preservation measures over the past 20 years; however, regulatory constraints and local advocacy have significantly limited the type of erosion control project that can be implemented.

Severe erosion of Sankaty bluff occurred during the 2012-2013 winter, causing the Town of Nantucket to declare an immediate need for emergency measures to protect the principal road (known as Baxter Road) that provides access and utilities to Sankaty Bluff homeowners, as well as the only means of access to Sankaty Light, a historic lighthouse that is a major tourist destination. Under a public-private partnership, the Town of Nantucket and SBPF proposed a joint project to protect the most imminently threatened sections of Baxter Road.

The geotextile tube project protects approximately 947 feet of the eroding Sankaty Bluff. It consists of three or four stacked 45-foot circumference geotextile tubes placed at the toe of the bluff; the lowest layer is buried under the beach adjacent to the bluff to prevent scour failure during major storms. The project was constructed in phases, with the first three tiers installed in December 2013 and January 2014 and the fourth tier and returns installed in late 2015.

In recognition of the fact that the bluff provides sand to the littoral system, the geotextile tubes are covered with a volume of sacrificial sand calculated as approximately 1.5 times the normal volume of sand eroded in an average year from the unprotected bluff. Through the sand mitigation program, up to 22 cubic yards of sand per linear feet must be placed on the geotextile tube system for a total of approximately 20,834 cubic yards (cy) of sacrificial sand available on an annual basis as a natural sediment source to adjacent beaches. The project and surrounding beaches are subject to an extensive monitoring system over the next several years to document system performance and any impacts to adjacent beaches. The sand source for this mitigation program has been from upland sand pits on Nantucket. However, the cost for this sand continues to escalate in cost such that offshore sources are now being explored.

SBPF anticipates expanding the geotextile project to approximately 3,500 feet and this larger project would need on the order of 150,000 to 250,000 cy of sand every 2 - 3 years from an offshore borrow site. The sand from an offshore borrow site will be used both for initial construction of the expanded 3,500 foot project and for ongoing sand mitigation.

1.3 Offshore Sand Sources

SBPF has already conducted some initial studies in state waters but input from local fishermen is that removal of sand within state waters would create too much disturbance of bottom habitat and they would oppose any mining of sand in state waters.

However, the same fishermen have encouraged SBPF to investigate sand removal from federal waters and they have provided preliminary input that they would support mining sand in federal waters off Nantucket at a site identified on a preliminary basis which appears to have sand of suitable grain size and is not an important fishing site.

SBPF and the Town will be seeking to obtain a noncompetitive lease for sand mining in federal waters.

2.0 SCOPE OF WORK/EXPERTISE SOUGHT

The selected Engineering/Environmental consultant will assist SBPF and other team members with the following services:

1. Leadership role in outreach to BOEM to define the lease and permitting requirements for a noncompetitive lease.
2. Assistance with the design and execution of offshore sand research and environmental studies.
3. Assistance with sediment compatibility analysis.
4. Cost benefit analysis.
5. Definition and description of options for means and methods for moving sand from natural offshore location to the geotube project, including building these options into the cost benefit analysis.
6. Assistance with agency and community outreach for permitting.
7. Permitting support for federal, state, and local agencies in association with Epsilon Associates and other team members.
8. Preparation of engineering plans for sand nourishment and sand mining, including information on and locations for bringing the sand to the shore.
9. Assistance with dredge contractor selection and oversight.
10. Services to take this project from the preliminary phases of design for permitting and through detailed design for construction.
11. Assistance with construction oversight.

The consultant should demonstrate project experience related to each of the above identified services sought by SBPF.

3.0 SUBMISSION REQUIREMENTS

The submission should include the following information:

1. Demonstrate the current level of experience and knowledge for similar project with BOEM in federal waters, particularly the experience of the Project Manager.
2. Provide project examples of successful permitting and design of sand nourishment projects with sand from federal waters. At least one example should be a recent project and submission should include all relevant lease and/or permit submissions for the project. For the recent example, provide approximate scope, cost, and schedule for the overall project broken out by agency lease and/or permit effort.
3. Geographic location and availability of the Project Manager, and other key personnel to be assigned to the project.
4. Resumes of key staff who would be assigned to the project.
5. Experience and expertise of subconsultants, if any.
6. Hourly rates (inclusive of overhead and profit) for personnel who would be assigned to this project.
7. Cost management and scheduling capabilities.
8. Current level of work and availability of key staff.
9. Project understanding and technical approach to this project.
10. All correspondence regarding this proposal shall be kept confidential to those who would be assigned to work on the project.

4.0 PROJECT SCHEDULE

The approximate project schedule will be as follows:

- ◆ January 2017 – Develop detailed scope and budget.
- ◆ January - February 2017 – Arrange and conduct meetings including:
 - Town of Nantucket and/or NP&EDC
 - BOEM
 - Massachusetts Coastal Zone Management
- ◆ February – March 2017 – Prepare plan for offshore and nearshore sand source and environmental studies to satisfy BOEM and other federal, state, and local permitting agencies. This would be done in conjunction with Epsilon Associates.
- ◆ Spring – Summer 2017 – Conduct offshore and nearshore studies defined above. This would be done in association with Epsilon Associates, CR Environmental, and vessel support when available and appropriate from local fishermen.
- ◆ Fall 2017 – Initiate reports and permit applications in conjunction with Epsilon Associates for BOEM lease/permit, and other federal, state, and local environmental permitting approvals.
- ◆ It is anticipated that the lease/permitting process will take many months to complete. We expect that sand from this process will be required no later than September 2018. Therefore the consultant should review and comment on this anticipated schedule and demonstrate sufficient resources to support such an effort.

5.0 SUBMISSION DEADLINE

Proposals shall be submitted electronically as pdf files.

Proposals with all required forms, attachments, supporting documentation and information **must be received by December 2, 2016 before 2:00 P.M.**

Proposals must be uploaded to the sharefile link below:

<https://epsilon.sharefile.com/r-r12cda7410d04f9aa>

SBPF may require the consultant team to meet with key members of the review committee before the consultant is selected.

Each sharefile submission should be accompanied by an email notification to the following:

Lester Smith
Principal
Epsilon Associates, Inc.
978-618-7447
lsmith@epsilonassociates.com

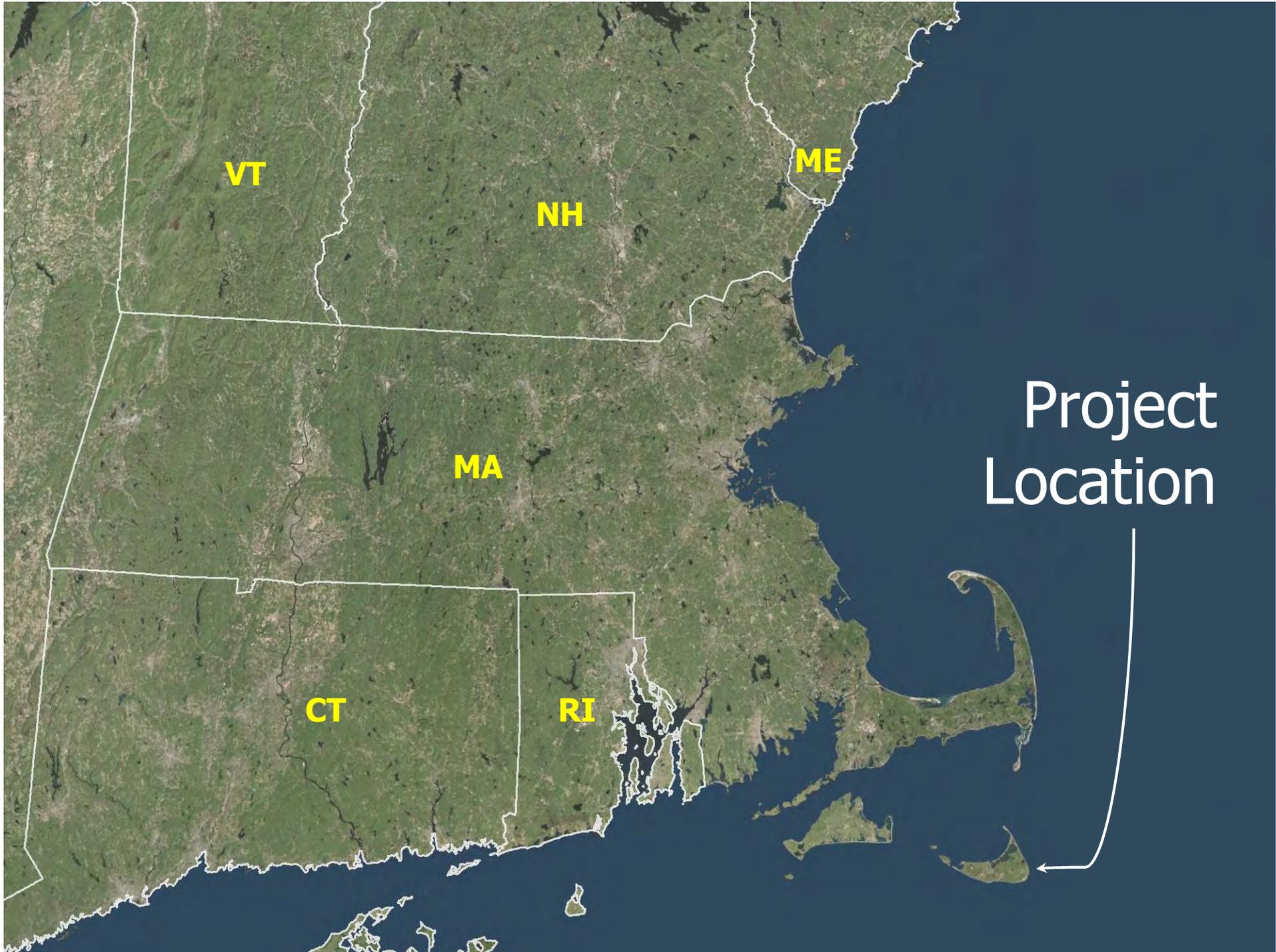
Josh Posner
President
Siasconset Beach Preservation Fund (SBPF)
jposner@risingtidellc.net

Installation and Monitoring of Geotextile Tubes for Coastal Bluff Protection at Siasconset, Nantucket



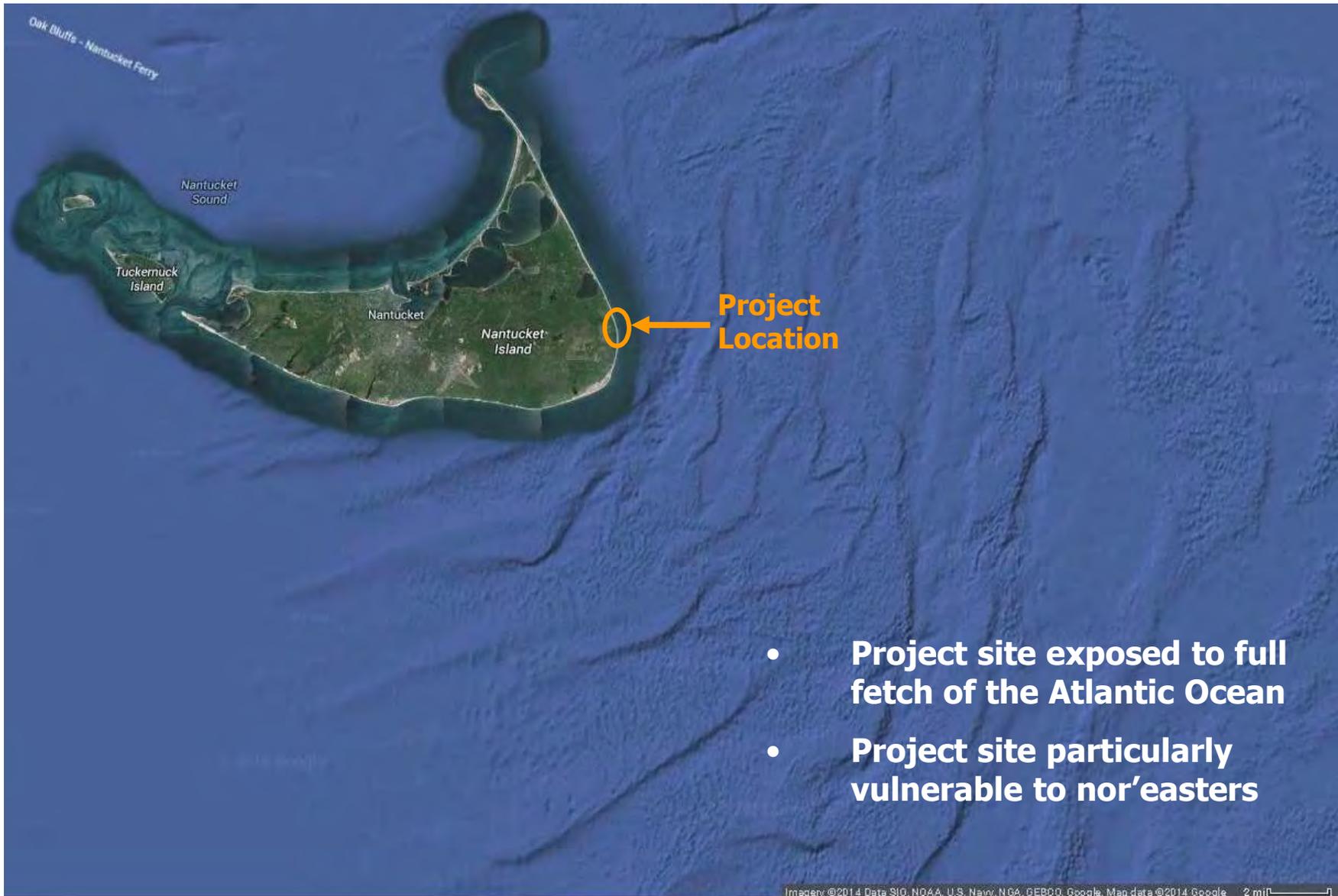
Maria Hartnett, Associate
www.epsilonassociates.com

Epsilon
ASSOCIATES INC.



Project
Location

Project Location



- **Project site exposed to full fetch of the Atlantic Ocean**
- **Project site particularly vulnerable to nor'easters**



Sconset Bluff

- **70-90 feet tall**
- **Glacial origin**
- **Denuded**
- **Narrow fronting beach**
- **Vulnerable to wave attack**

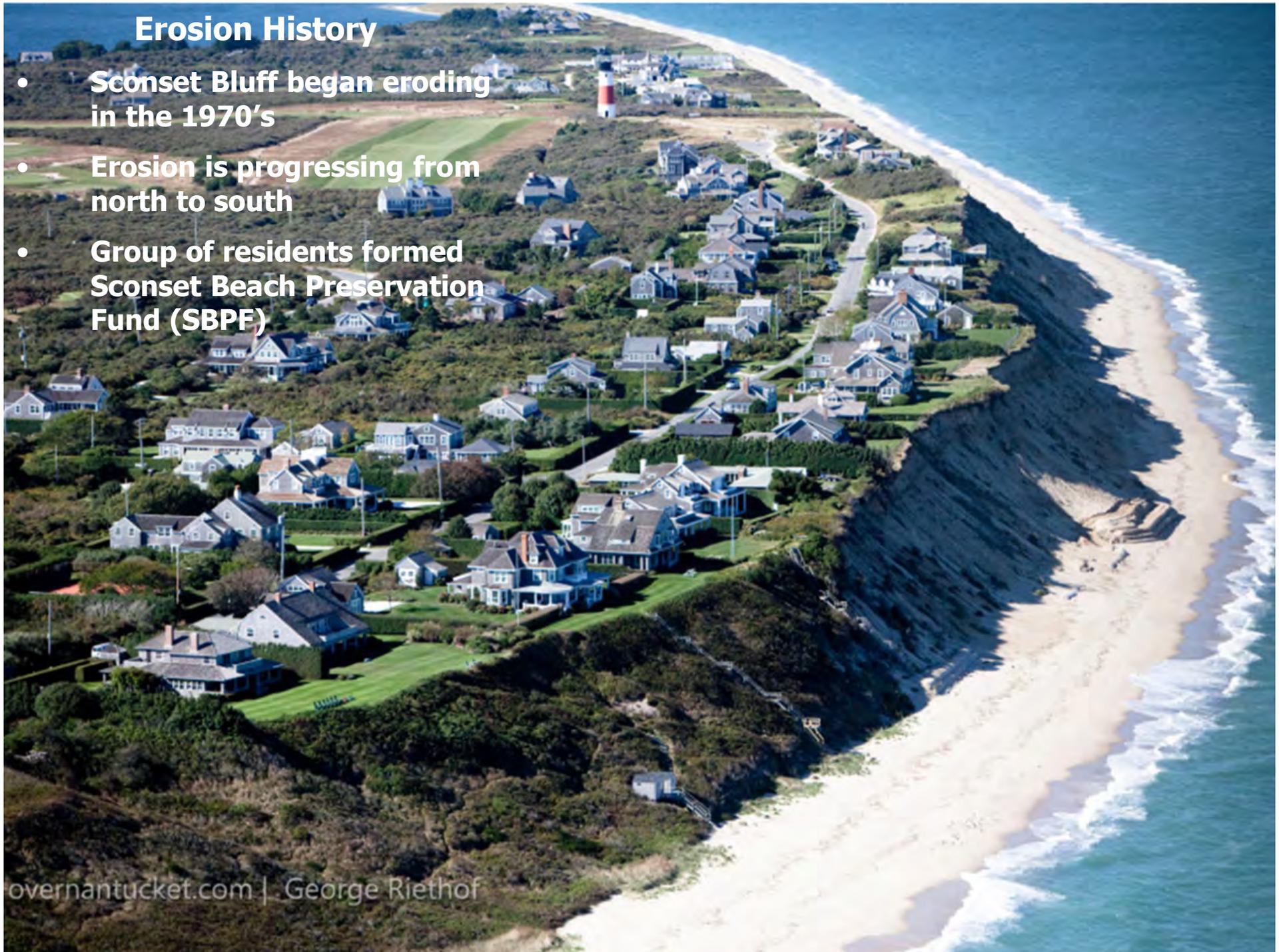
Community Setting

- Area known as Siasconset (Sconset)
- Many historic homes built in late 1800's and early 1900's
- Served by a single accessway known as Baxter Road
- Sankaty Light

Baxter Road

Erosion History

- **Sconset Bluff began eroding in the 1970's**
- **Erosion is progressing from north to south**
- **Group of residents formed Sconset Beach Preservation Fund (SBPF)**



overnantucket.com | George Riethof

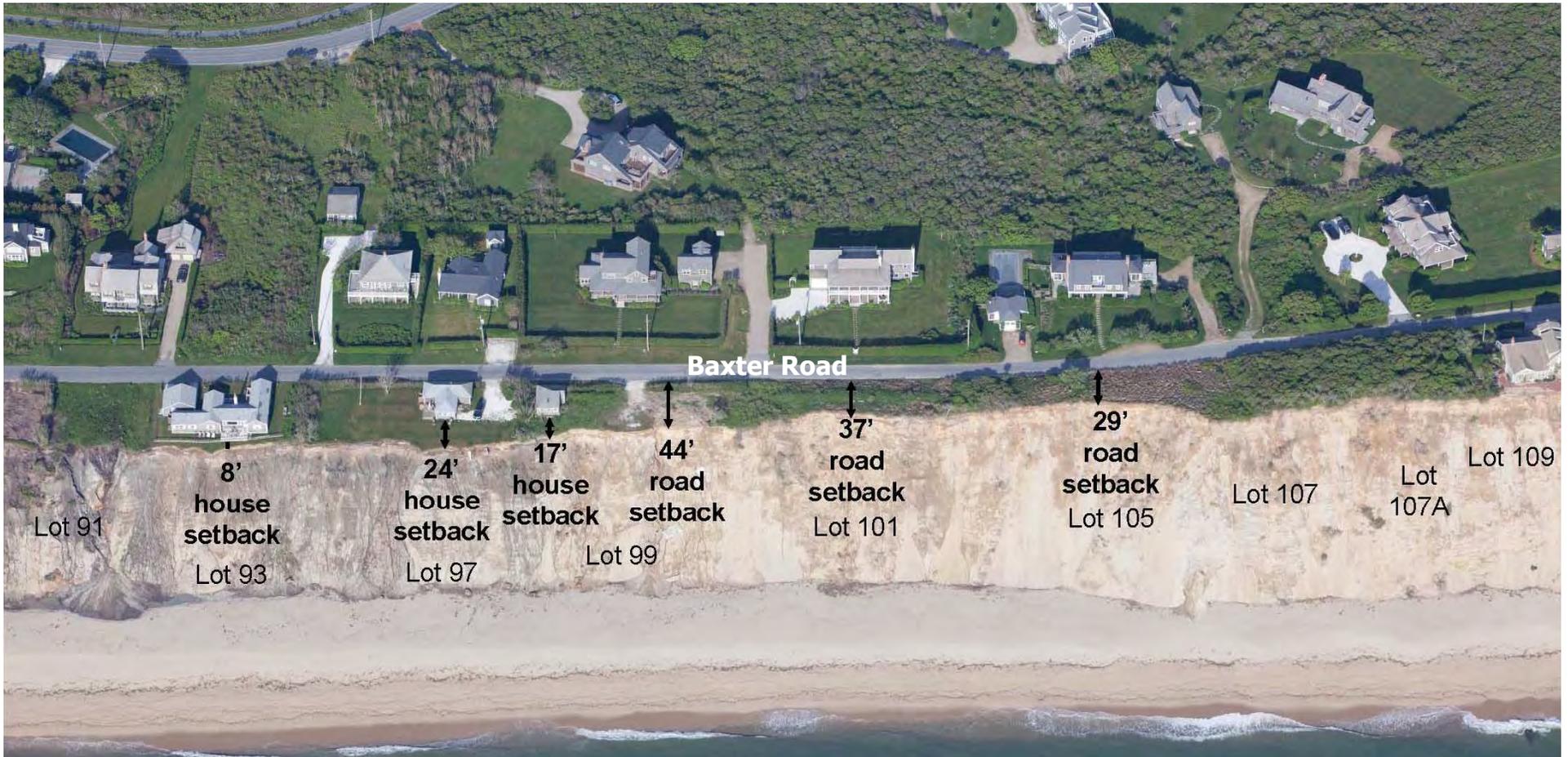


Coastal Bank Retreat

- Long-Term Average: 4.6 feet/year
- Potential Single Season Loss: 20-30+ feet/year
- Winter 2012-2013 resulted in catastrophic erosion

Existing Conditions (June 2013)

109-91 Baxter Road



- **Baxter Road and associated utilities (water/sewer) in imminent danger**
- **Geotechnical engineer advised closure of road when within 25 feet of bluff edge**
- **Town of Nantucket has legal obligation to provide access to homes**
- **Town of Nantucket and SBPF entered partnership to sponsor erosion control project**

Alternatives

State wetlands protection program administered at the local level in MA by Conservation Commissions

Coastal engineering structures allowed to protect pre-1978 homes

Nantucket has multiple local environmental advocacy groups

Many alternatives evaluated in theory and in practice since the 1990's:

- Beach dewatering (installed in 2000 – inconsistent results)
- Beach nourishment (applied 2006-2007 – denied)
- Marine mattresses and gabions (applied 2010 – denied)
- Biodegradable bags or envelopes (utilized since mid-2000's – useful in smaller storms but not effective in major or successive storms)

Permitting History (Part 1)

2013:

July: Application (NOI) for revetment filed.

October: NOI for geotextile tubes filed.

November 26: Emergency application for geotextile tubes filed.

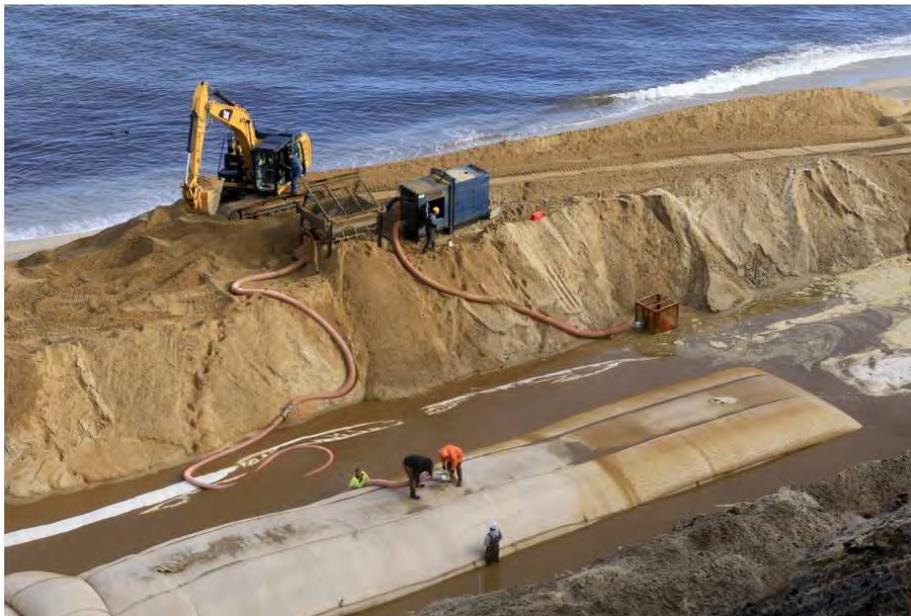
November 27: Emergency application denied.

November 29: Denial appealed to state.

December 10: State approved appeal (4 tiers).

December 18: Town approved emergency request...but only 3 tiers permitted.

Dec/Jan: Three tiers of geotextile tubes constructed.



Permitting History (Part 2)

2014:

March: Follow-up NOI filed.

June 3: Town denied NOI.

June 17: Denial appealed to state.

December: State approved appeal.

2015:

January: Town appealed state approval.

August: Settlement NOI filed.

October: Town approved ongoing maintenance of 3 tiers and installation of 4th tier and returns.

Fall: Construction of 4th tier and returns.



Monitoring Schedule

Sconset Geotextile Tube Project- Annual Monitoring Schedule												
Survey Type	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Shoreline Quarterly Survey	★	■		★	■		★	■		★	■	
Shoreline Quarterly Survey with Bathymetry				★	■					★	■	
Annual Aerial Survey of Bluff				★								
Annual Sand Delivery Report				■	■							
Groundwater Monitoring					★		★		★	■		
Quarterly Report of Daily Construction Log		■			■			■			■	
Underwater Video Survey of Benthic Habitat						★	■			★	■	
Beach Invertebrate Monitoring							★	■				
Drainage System Annual Report									■	■		
Annual Report									■	■		
Independent Consultant Project Review										■	■	

LEGEND

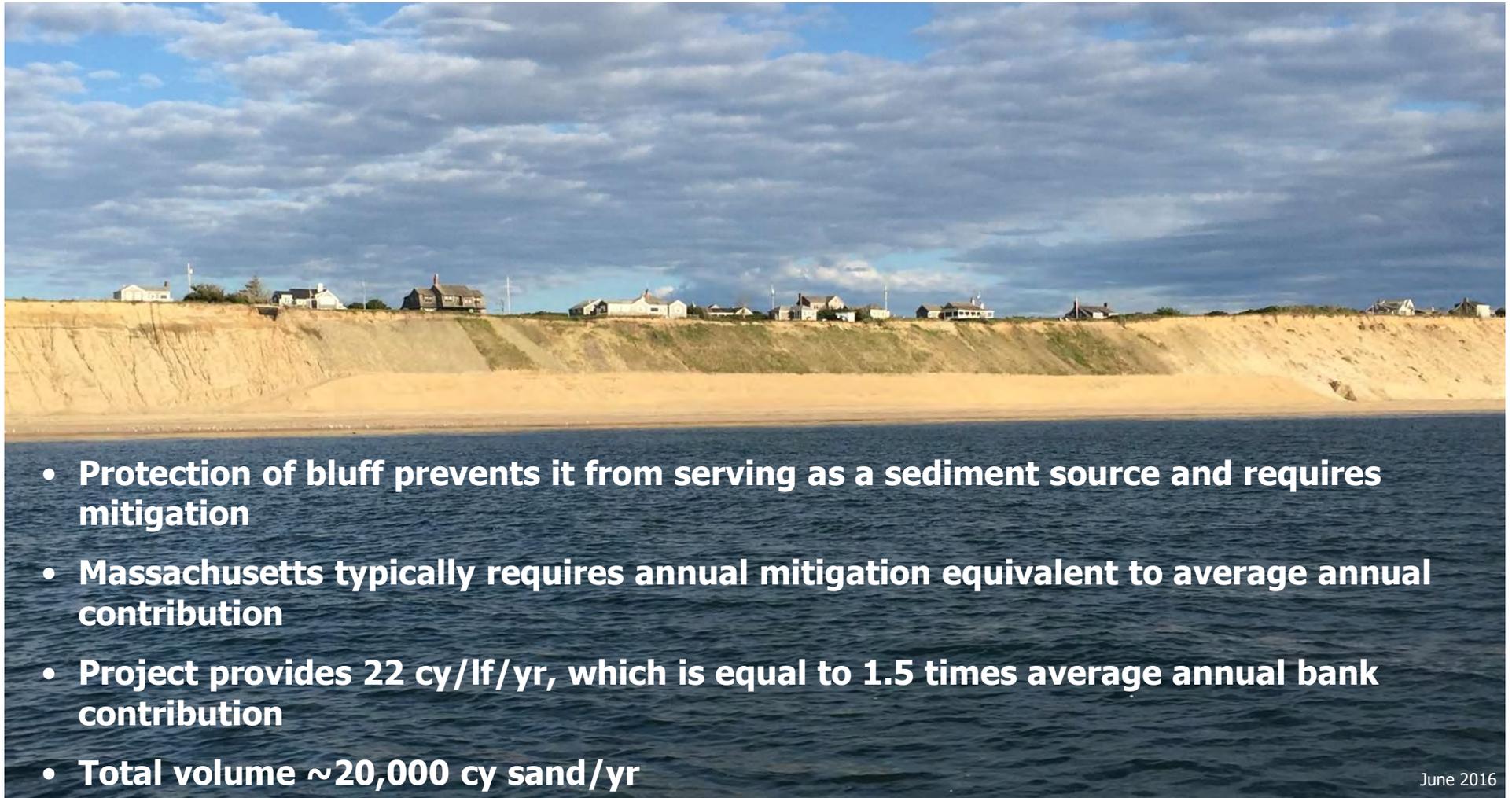
Survey ★

Report Submission ■

Report Preparation ■



Monitoring and Sand Mitigation



- **Protection of bluff prevents it from serving as a sediment source and requires mitigation**
- **Massachusetts typically requires annual mitigation equivalent to average annual contribution**
- **Project provides 22 cy/lf/yr, which is equal to 1.5 times average annual bank contribution**
- **Total volume ~20,000 cy sand/yr**

June 2016



Sand Delivery





Review of Monitoring Results

- Today's presentation focused on bluff and shoreline monitoring.
- Base of bluff has been stabilized by the geotextile tubes.
- Bluff survey indicates that mitigation sand template is contributing more than the unprotected bluff.
- Shoreline monitoring in geotube area and immediately adjacent areas no indication of accelerated erosion in front of or adjacent to the geotubes.
- All mitigation sand has been delivered, with about ~14,000 cy currently in the template.



Annual Aerial Survey of Bluff

- An aerial survey was performed of the Project area on April 2, 2016.
- A UAV was used to capture imagery and elevation data for the bluff face and geotextile area.
- The images were stitched together using photogrammetric techniques to create a photomosaic. These were geo-referenced using control points for location accuracy.
- An aerial survey will be performed **annually** going forward.
- 2016 survey results were compared to most recent aerial survey (July 2013).



Annual Aerial Survey

- The elevation data from the survey was processed and used to produce a digital elevation model and 1-foot contours of Sconset Bluff.
- A 3D model of the bluff face above the geotextile tubes as well as north and south of the bluff was also generated from this data.



2013-2016 Sand Contribution from Unprotected Bluff

- The results of the 2016 aerial survey were compared to the 2013 aerial survey for those unprotected areas immediately adjacent to the geotextile tube project.
- Unprotected bluff contribution volume was 12.9 cy/lf/yr, which is 59% of mitigation volume.



Bluff Volume Loss in Unprotected Areas Adjacent to Geotextile Tubes

Line Area	Volume Lost (CY)	Length (Feet)	Duration (Years)	Erosion Rate (CY/LF/YR)
1 North Unprotected Area	31,329	800	2.75	14.2
2 South Unprotected Area	4,370	210	2.75	7.6
3 Total Bluff Erosion for Adjacent Unprotected Areas	35,699	1,010	2.75	12.9

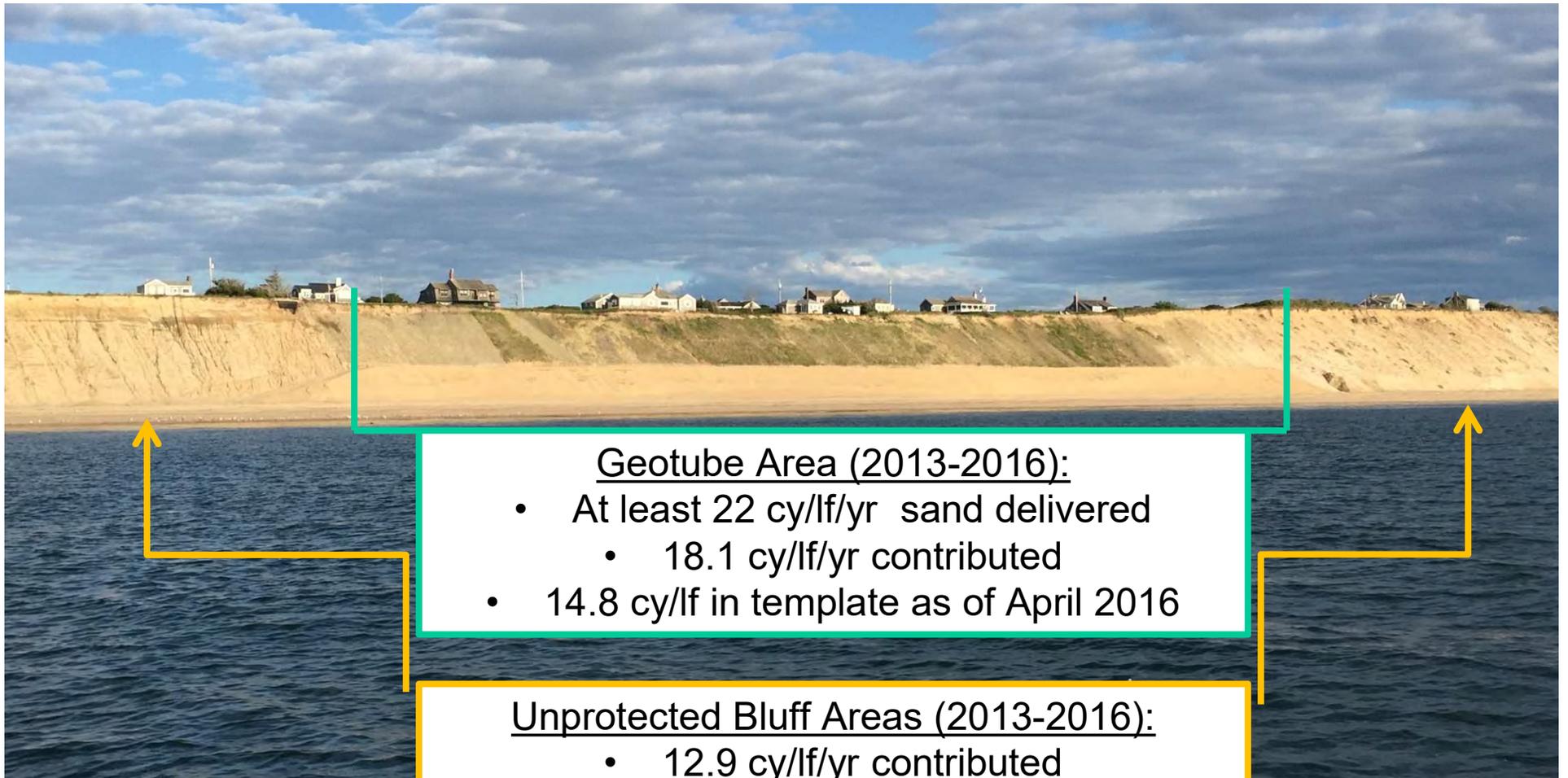
Volume of Sand in Sand Template

- All 22 cy/lf/yr have been delivered.
- Of the total delivered volume, about 18.1 cy/lf/yr have been contributed.
- As of April 2016, the volume of sand in the sand template is 14,022 cy, which is about 14.8 cy/lf.



June 2016

Summary



Geotube Area (2013-2016):

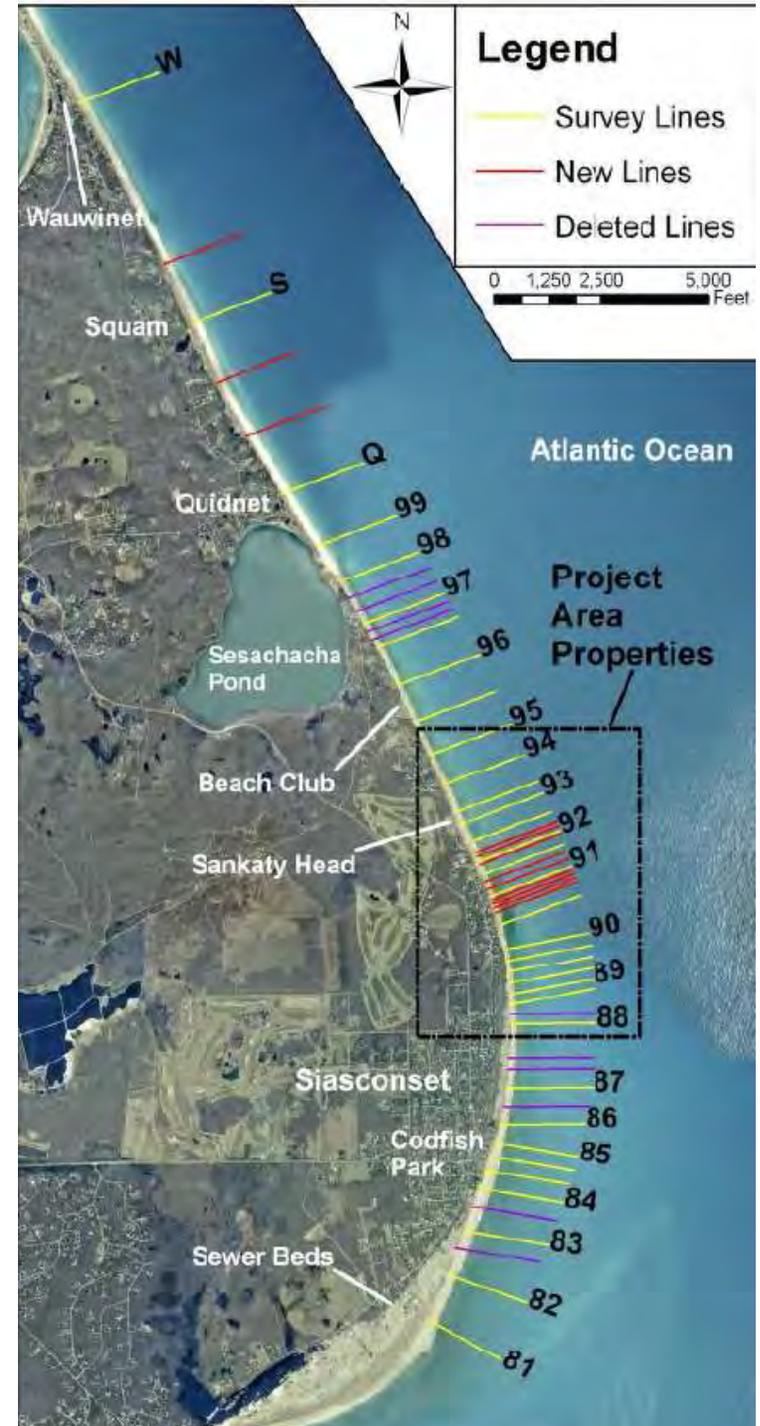
- At least 22 cy/lf/yr sand delivered
 - 18.1 cy/lf/yr contributed
- 14.8 cy/lf in template as of April 2016

Unprotected Bluff Areas (2013-2016):

- 12.9 cy/lf/yr contributed

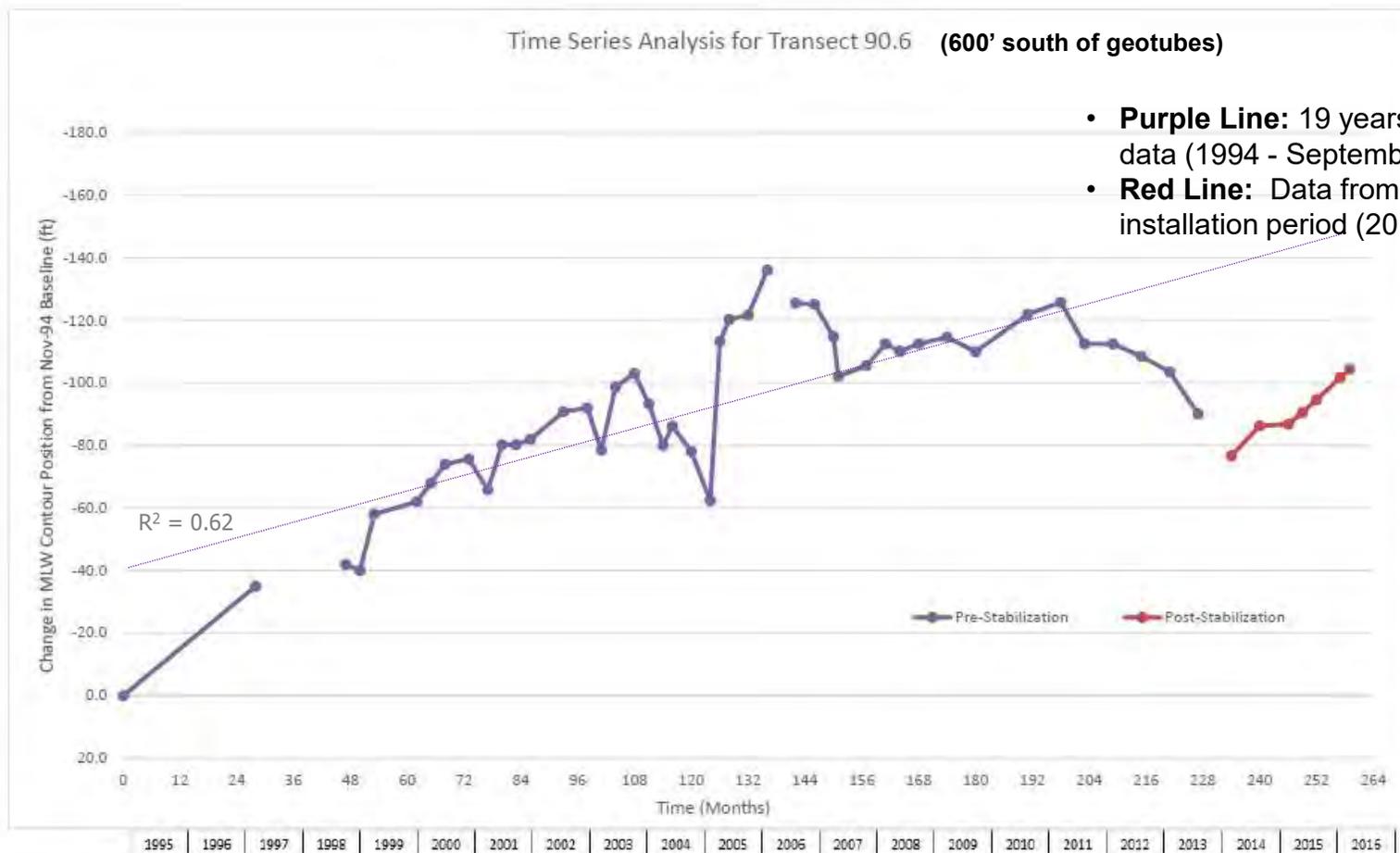
Shoreline Monitoring

- Shoreline monitoring at 46 transects along 6 miles of shoreline conducted quarterly
- Shoreline monitoring measures:
 - Change in position of the shoreline (MLW line) and
 - Change in volume
- Bathymetry (-5 MLW out to 3,000 feet offshore or -35 MLW isobath) conducted in the spring and fall
- 20 years of historical data



Analysis of Historic Shoreline Monitoring Trends

- There is an overall trend of erosion (landward movement of the MLW line).
- There is quite a bit of natural variability.
- Even under natural conditions, there are periods of increased shoreline accretion or erosion that may last 12+ months.
- Given the natural variability, an adverse affect from the project would be detected through the observation of sustained shoreline positions that exceed the expected erosion.



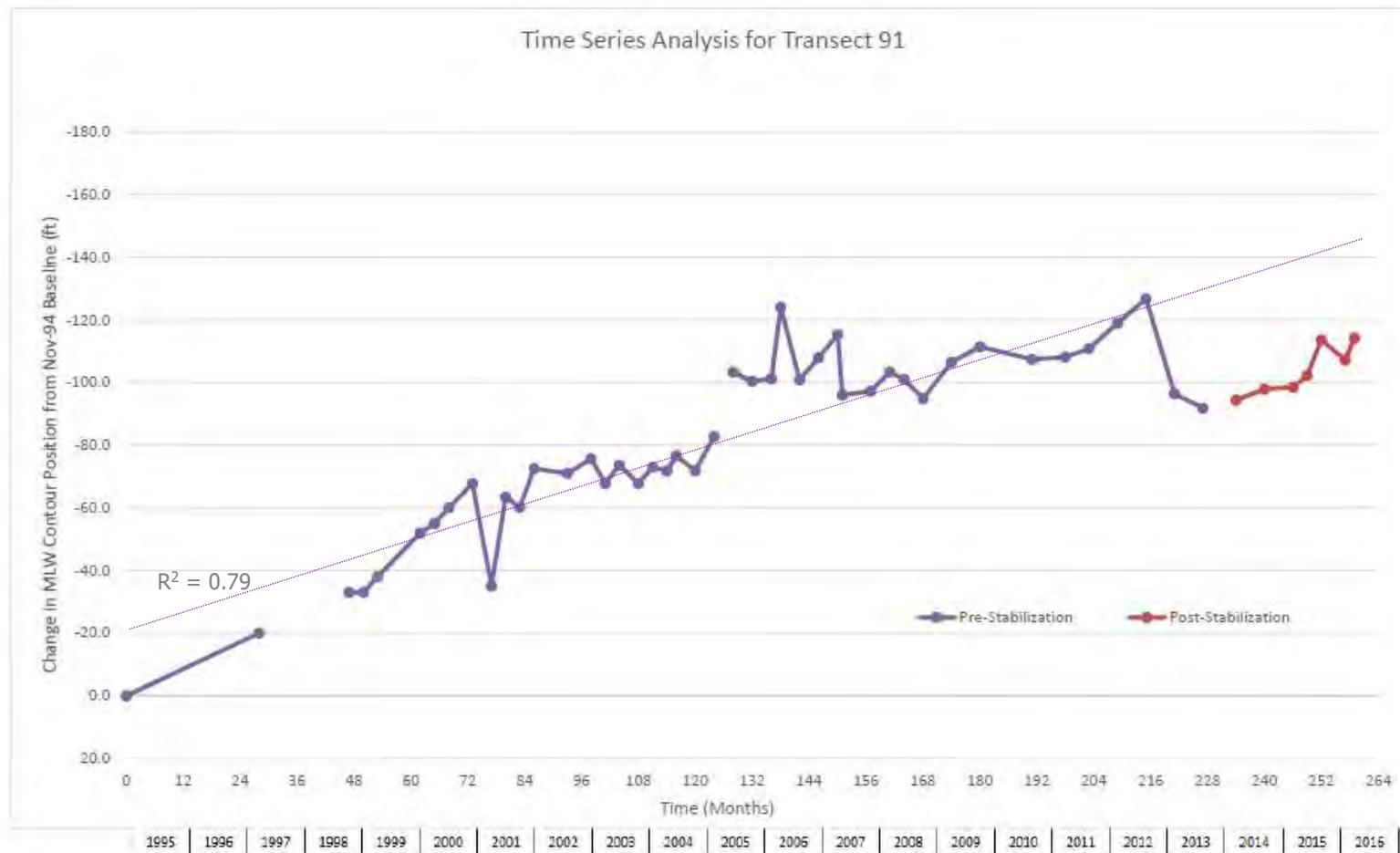
Shoreline Monitoring- Profile 91 (in geotube area)

Features:

- **Purple Line:** 19 years of historic data (1994 - September 2013)
- **Red Line:** Data from post-geotube installation period (2014 – present)

Observations:

- Historic variability in data
- Given historic variability in data, would need a sustained instance of erosion in excess of current trend
- Post-geotube installation shows shoreline position is farther seaward than predicted by historic data – no indication of adverse effect



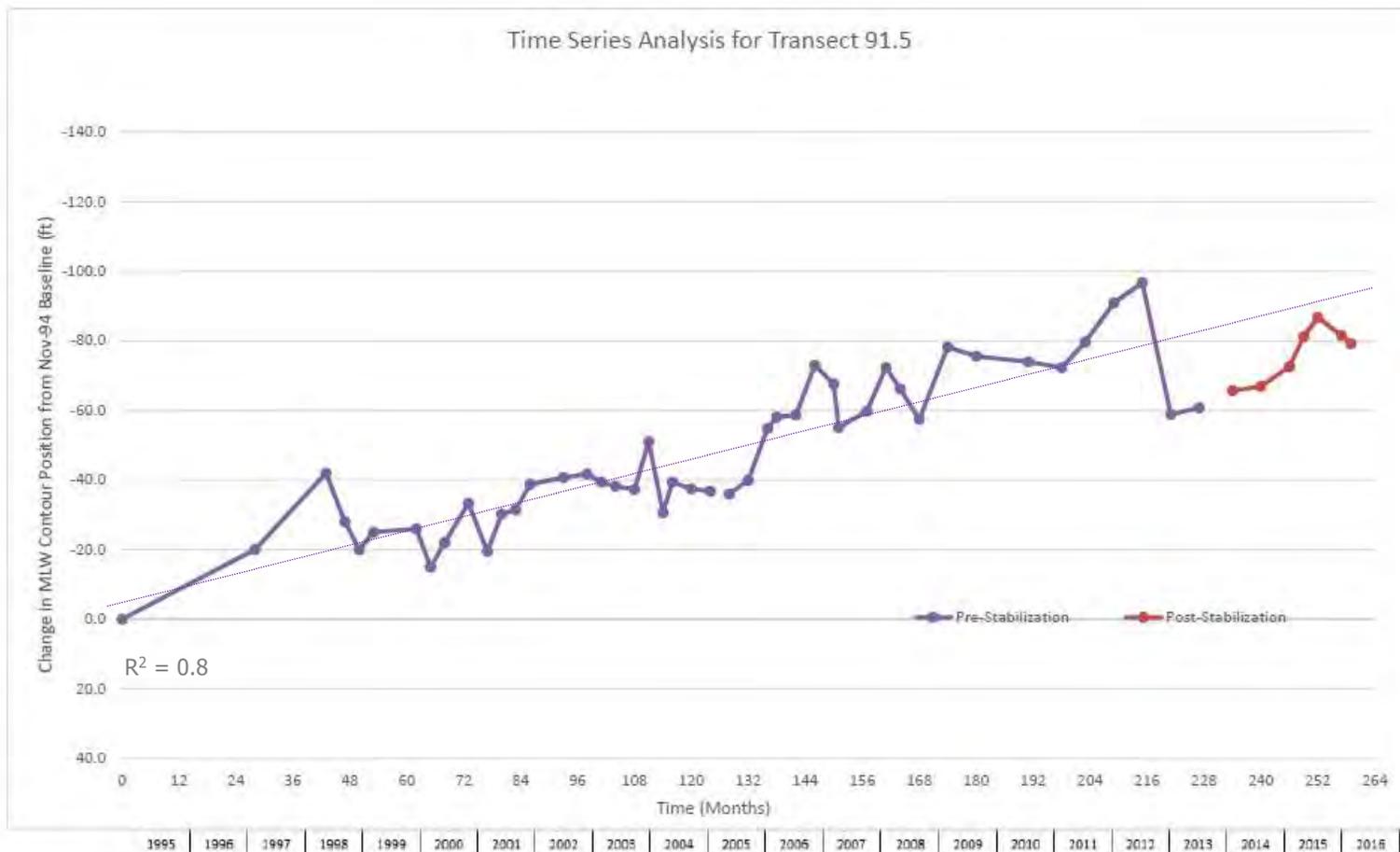
Shoreline Monitoring- Profile 91.5 (in geotube area)

Features:

- **Purple Line:** 19 years of historic data (1994 - September 2013)
- **Red Line:** Data from post-geotube installation period (2014 – present)

Observations:

- Historic variability in data
- Given historic variability in data, would need a sustained instance of erosion in excess of current trend
- Post-geotube installation shows shoreline position is farther seaward than predicted by historic data – no indication of adverse effect



Shoreline Monitoring- Profile 92 (100' north of geotubes)

Features:

- **Purple Line:** 19 years of historic data (1994 - September 2013)
- **Red Line:** Data from post-geotube installation period (2014 – present)

Observations:

- Historic variability in data
- Given historic variability in data, would need a sustained instance of erosion in excess of current trend
- Post-geotube installation shows shoreline position is farther seaward than predicted by historic data – no indication of adverse effect



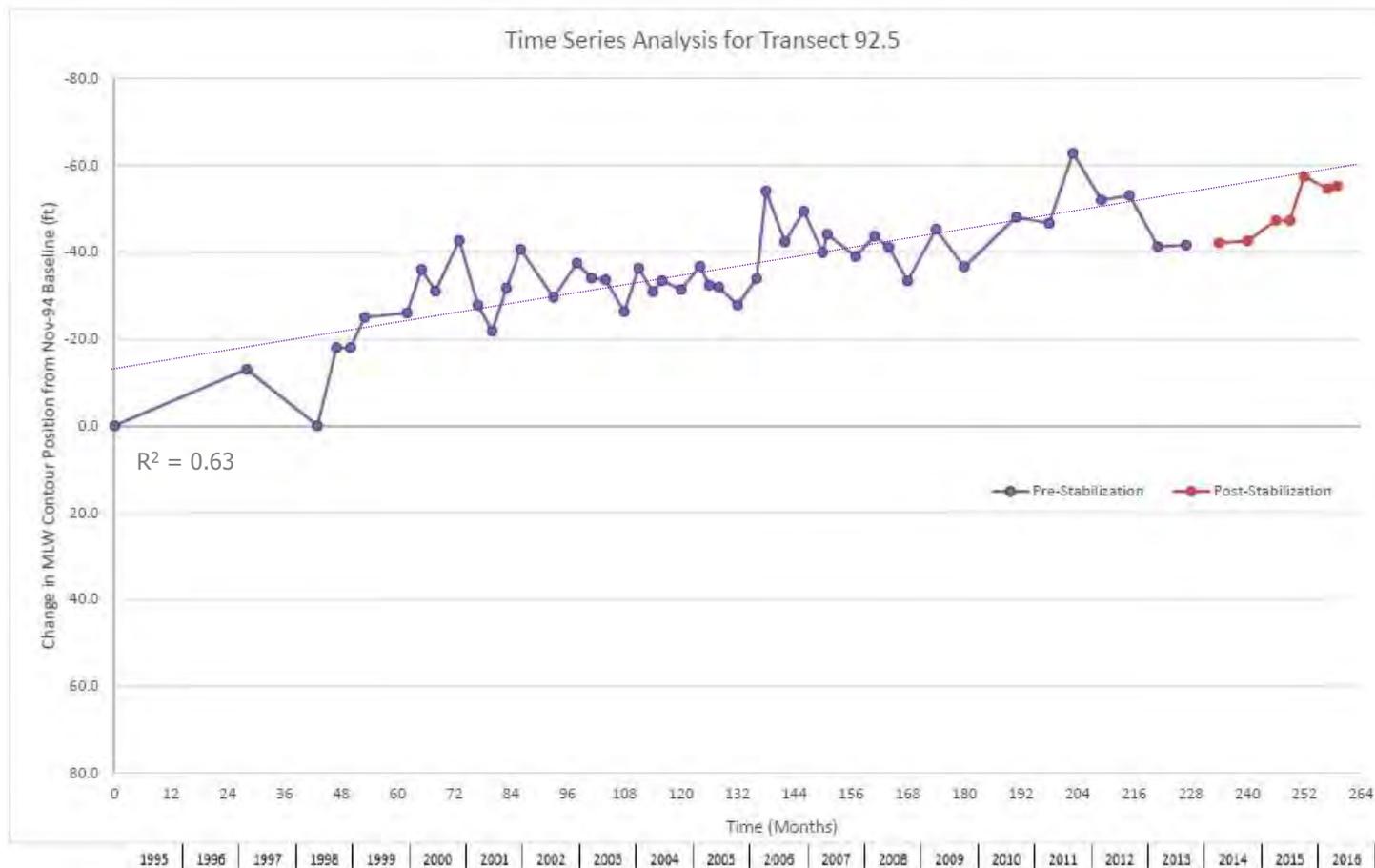
Shoreline Monitoring- Profile 92.5 (500-600' north of geotubes)

Features:

- **Purple Line:** 19 years of historic data (1994 - September 2013)
- **Red Line:** Data from post-geotube installation period (2014 – present)

Observations:

- Historic variability in data
- Given historic variability in data, would need a sustained instance of erosion in excess of current trend
- Post-geotube installation shows shoreline position is farther seaward than predicted by historic data – no indication of adverse effect

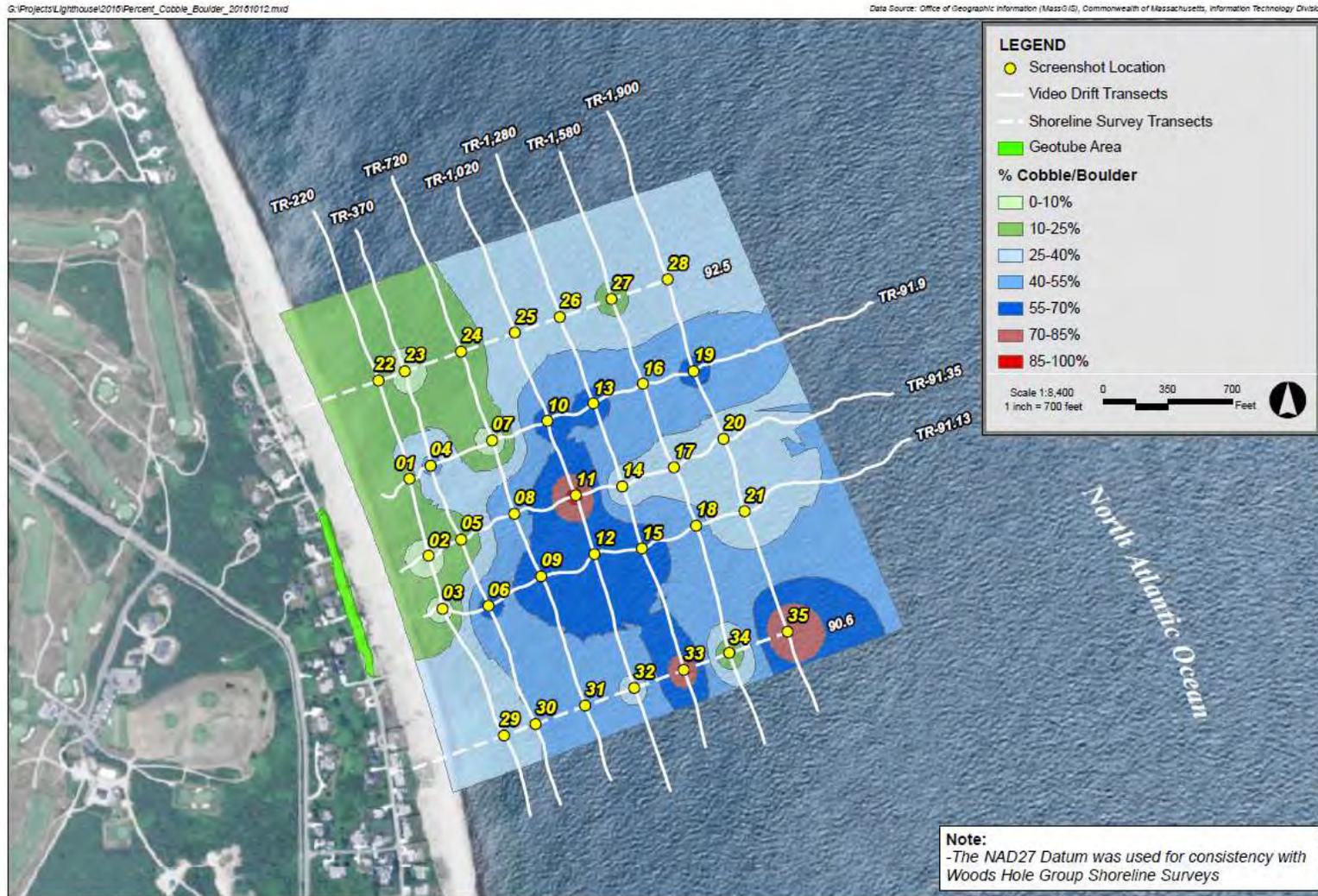


Underwater Video Monitoring



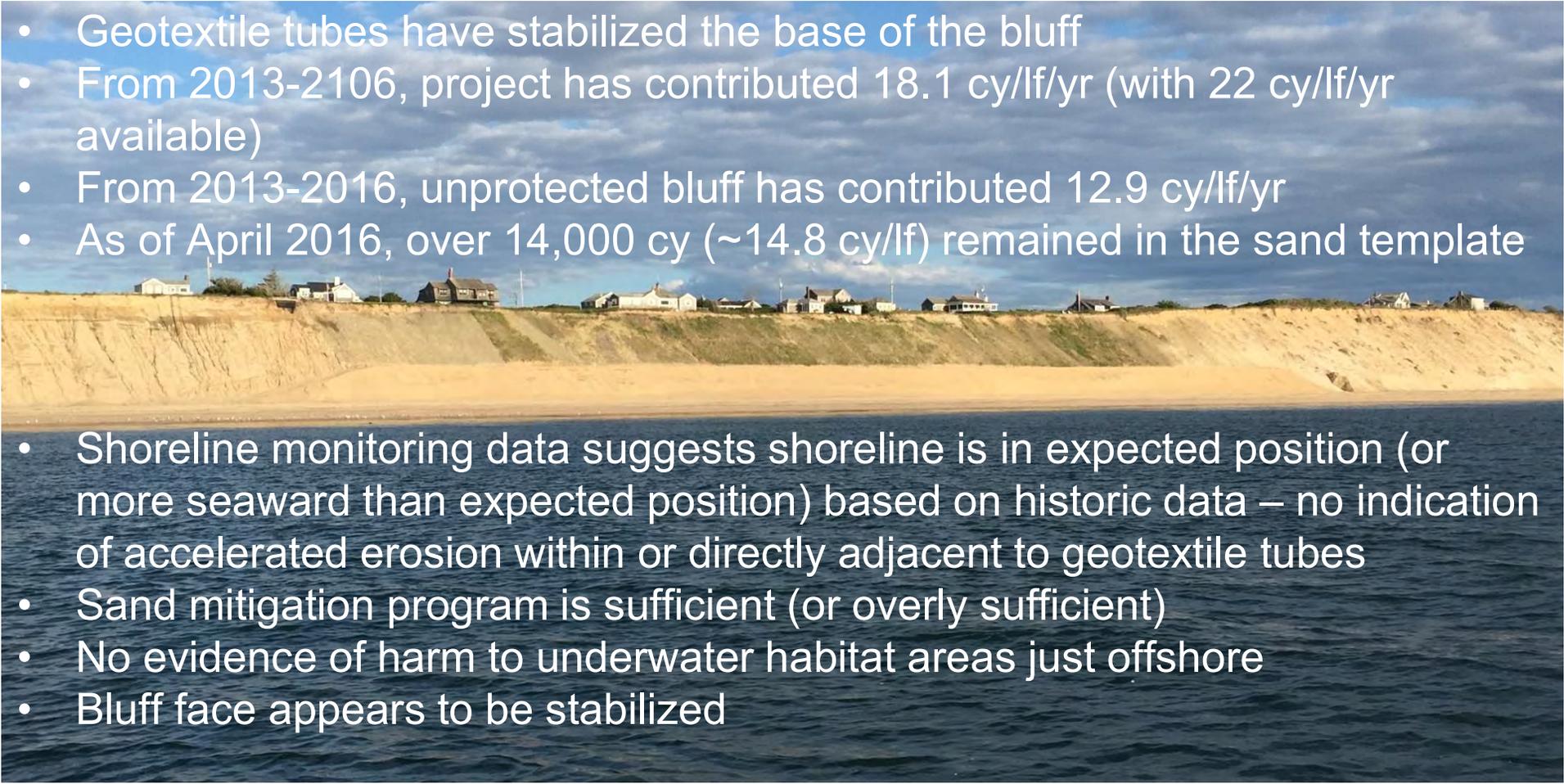
- Underwater video monitoring at 10 transects immediately seaward of geotextile tubes and adjacent areas

Underwater Video Monitoring



Monitoring shows continued prevalence of cobble/bottom habitat located directly offshore of the geotextile tube Project, with no indication that cobble/boulder habitat is being covered by the mitigation sand.

Conclusions

- 
- Geotextile tubes have stabilized the base of the bluff
 - From 2013-2016, project has contributed 18.1 cy/lf/yr (with 22 cy/lf/yr available)
 - From 2013-2016, unprotected bluff has contributed 12.9 cy/lf/yr
 - As of April 2016, over 14,000 cy (~14.8 cy/lf) remained in the sand template
 - Shoreline monitoring data suggests shoreline is in expected position (or more seaward than expected position) based on historic data – no indication of accelerated erosion within or directly adjacent to geotextile tubes
 - Sand mitigation program is sufficient (or overly sufficient)
 - No evidence of harm to underwater habitat areas just offshore
 - Bluff face appears to be stabilized

Questions?

*Photo credits: George Riethof and the Sconset Trust,
Rick Blair, Rob Benchley*



Maria Hartnett, *Associate*
www.epsilonassociates.com

εpsilon
ASSOCIATES, INC.

Transportation Planning Report
T. Michael Burns, AICP
December 5, 2016

This is a progress report of transportation-related activities as of **December 2, 2016**.

1. Old South Road Corridor Transportation Study

Based on input from the NP&EDC, staff developed a scope of work for this study to solicit quotes from three firms – GPI, BETA, and VHB. Staff received proposals from all three firms (see attached). The GPI and VHB quotes were more than the available budget and more than the RFQ procurement threshold of \$35,000, but the BETA quote was within these limits. The study will include three public meetings, evaluations and visualizations for additional roadway connections between Old South Road, Milestone Road, and Fairgrounds Road, bike and pedestrian connections along Old South Road and crossing improvements, and transit amenities to improve capacity and safety along the roadway. Staff recommends the NP&EDC authorize the Director to execute a contract with BETA Group Inc.

2. NRTA Year Round Bus Study / Ferry Connector – Funding Strategies

Staff has assisted the NRTA and their consultant AECOM in developing an implementation strategy for smaller scope of year round service. This includes only the Miacomet Loop and an Old South Rd/Nobadeer Farm Rd Route. The NRTA would fund this service by doubling fares and increasing the Town Assessment by \$114,000. This strategy was reviewed by the Selectmen Chair and Town Manager and resulted in a request for additional information potential ridership and success in other communities.

Staff had also submitted a draft warrant article for review by Town Counsel that would increase the embarkation fee, and which was recommended by the NP&EDC. The Town Manager did not approve the services of Town Counsel to review this article, and subsequently was not submitted as a citizen article.

3. Coordination with the Civic League and Town Association on Transportation Issues

Staff has been meeting with leadership from the Civic League and Town Association on potential issues that the groups could support and help implement. Attached is an email from Charles Stott on potential issues that could be supported by the groups.

4. In-Town Bike Path – Phase 1 – Construction (Federal Aid)

0.24 mile path between Washington St. Extension and Orange St. via Rail Road ROW
Total Bid Amount: \$2,440,770.00

Staff attended a pre-construction meeting for this project on December 1st. The contractor will begin work at the end of December. Although a schedule was not provided at the meeting as anticipated, it was mentioned that construction could essentially be completed by August 2017. The contractor and MassDOT will have an initial site visit in the next 2 weeks view the area once construction survey is complete.

5. In-Town Bike Path – Washington Street Phase – Design (Local Aid)

Washington St. between Commercial St. and Francis St.
Estimated Total Construction Cost: TBD

No update on this project.

Staff has participated in a conference call with Dave Fredericks, Verizon, and NGRID on the feasibility of undergrounding utilities along Washington Street. NGRID will provide details of a feeder upgrade to improve electric distribution that's currently being developed and will need to be coordinated with the improvements along Washington and Orange Streets.

6. Mill Hill Path – Design/Construction (Local Aid)

Linking the existing 8 foot wide Prospect St path to Joy St via Mill Hill Park and Woodlands Hills

No update on this project.

DPW is coordinating with Bracken Engineering to modify the alignment of this path so that it uses the layout of North Mill St and Mill Hill Rd to connect with the Woodland Hills subdivision. Completion of this path is dependent on construction by others of an abutting roadway through the Woodland Hills subdivision, which is necessary to complete the connection of the Prospect St path to Joy St.

7. Milk Street Extension Path – Design/Construction (Local Aid)

2,485 linear foot extension of the Hummock Pond Road Bike Path to Mt Vernon Street

The construction of this project has started and should be completed by June 2017.

8. Surfside Rd/Bartlett Rd Roundabout

The Town has received approval to proceed with advancing this project through the MassDOT design review process and including the project in the TIP for construction in a future year (FY2019). Staff will also assist the Town to secure engineering services from a MassDOT pre-qualified firm.

9. Downtown Sidewalk Improvements

Staff is coordinating with Town Administration and DPW on implementing the initial phase of improvements along a portion of Main St and in the vicinity of the ferries.

10. Complete Streets Prioritization Plan

The Town has received an executed agreement for technical assistance with the prioritization plan. The Town will be using BETA Group, Inc. for these services. The plan is to be completed by June 30, 2017.

11. WPI – Electric Vehicle Infrastructure Project

Staff is assisting students from WPI in a study of future infrastructure needs (charging stations, etc) for accommodating potential growth in electric vehicle ownership.

12. Bicycle and Pedestrian Advisory Committee

BPAC continues to meet monthly and has participated in conference calls with MassDOT regarding the updating of the statewide bicycle and pedestrian plans.

Summary of Airport and Ferry Statistics:

13. Nantucket Memorial Airport (passenger departures)

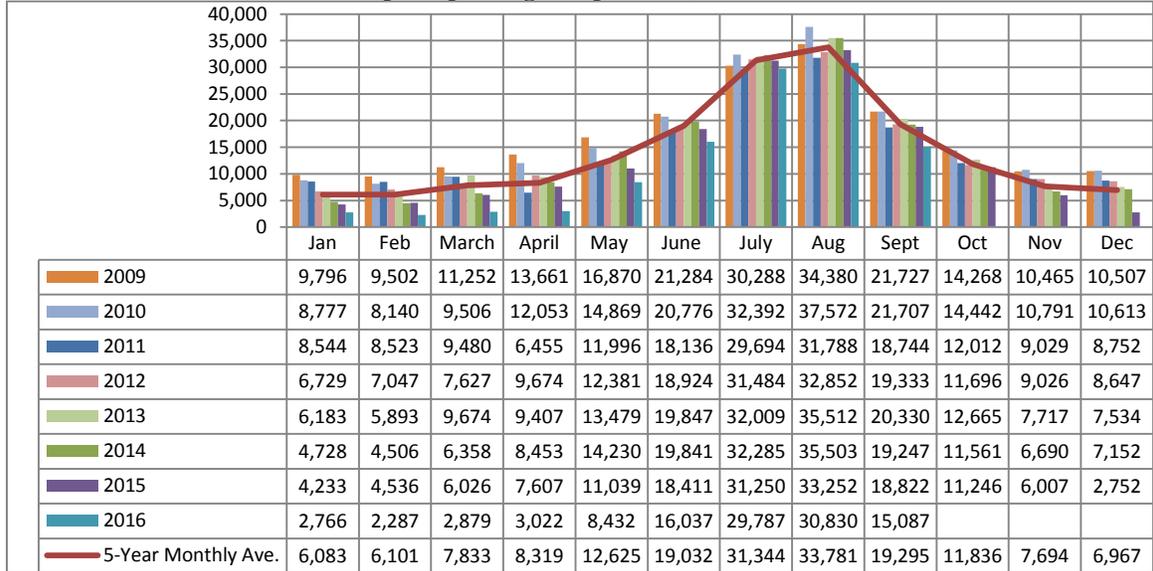


Chart 1. Total Enplanements (Departures)

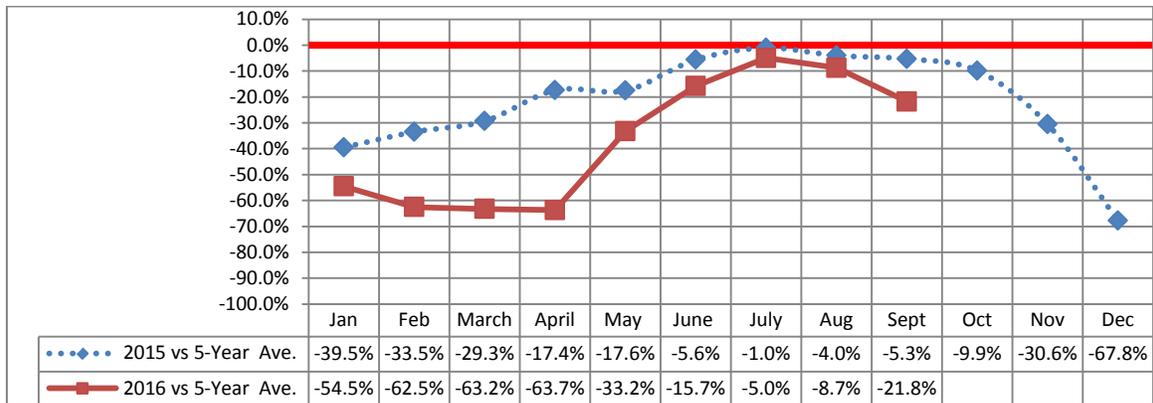


Chart 2. Monthly Enplanement versus 5-Year Average

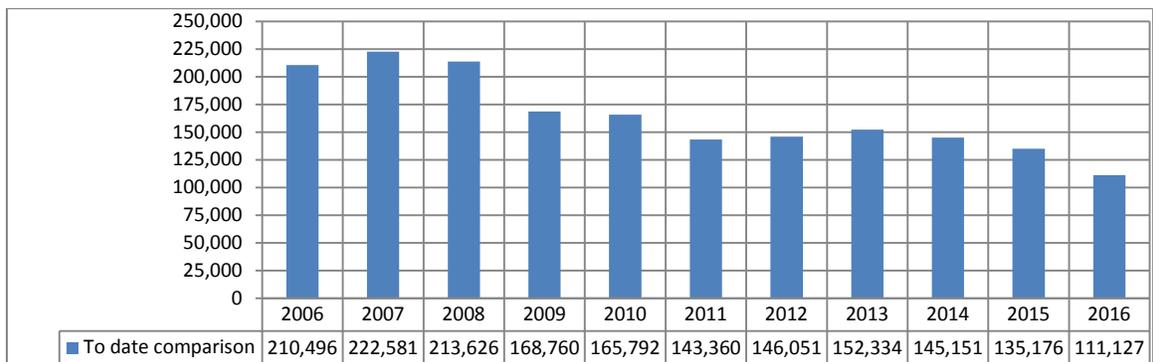


Chart 3. Annual Enplanements "To Date" Comparison

The above charts depict airport departures for each month of the last five years. Chart 1 shows the total number of departures for each month. Chart 2 shows the percent of change for each month compared to the five-year average for that month. Chart 3 shows the total enplanements for each year up to this year's current month.

14. Ferry Service - Steamship Authority

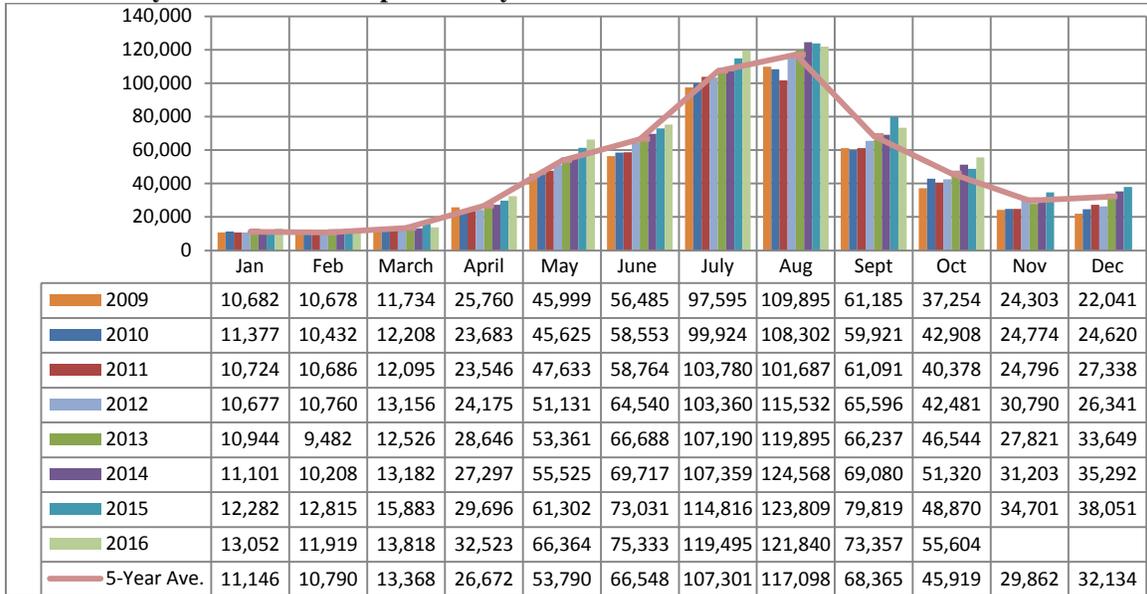


Chart 4. Total Passengers To/From Nantucket via SSA

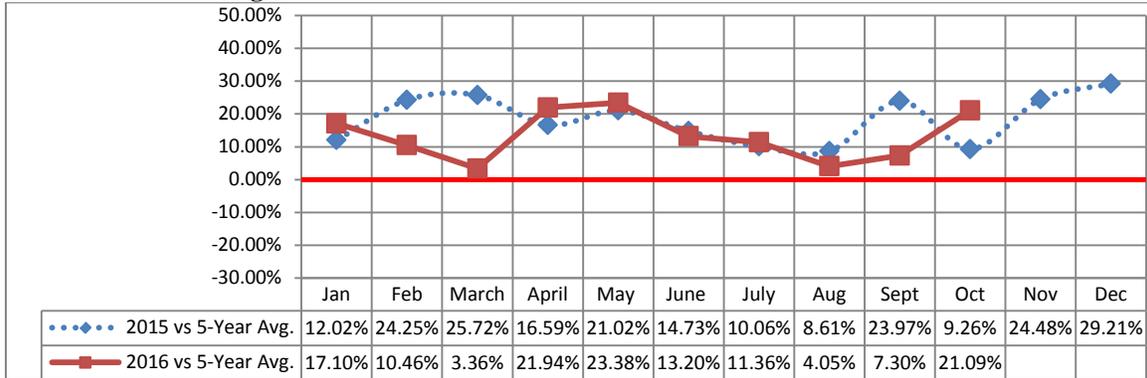


Chart 5. SSA Passenger Monthly Total versus 5-Year Average

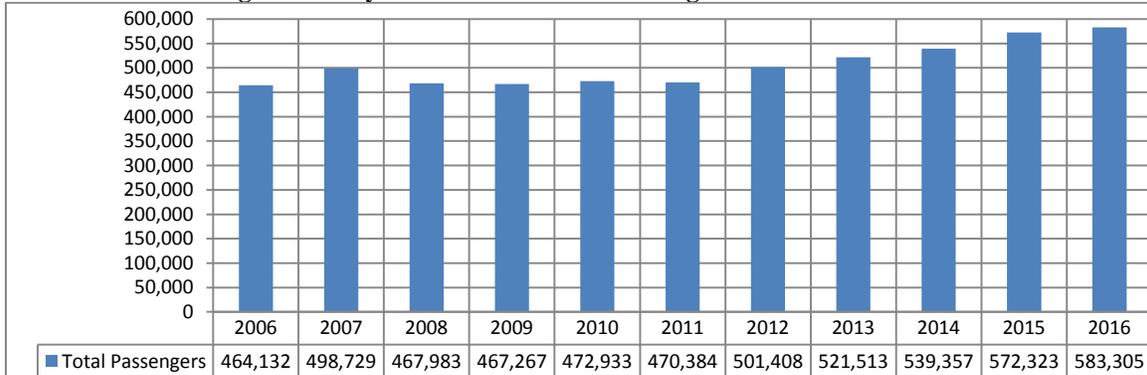


Chart 6. Annual SSA Passengers - "To Date" Comparison

Charts 4, 5, and 6 depict total SSA passengers for each month of the last five years. Chart 4 shows the total number of passengers for this time period 2003 through 2008. Chart 5 shows the percent of change for each month (2007 and 2008 to date) compared to the five-year average for that month. Chart 6 shows the total SSA passengers for each year up to this year's current month.

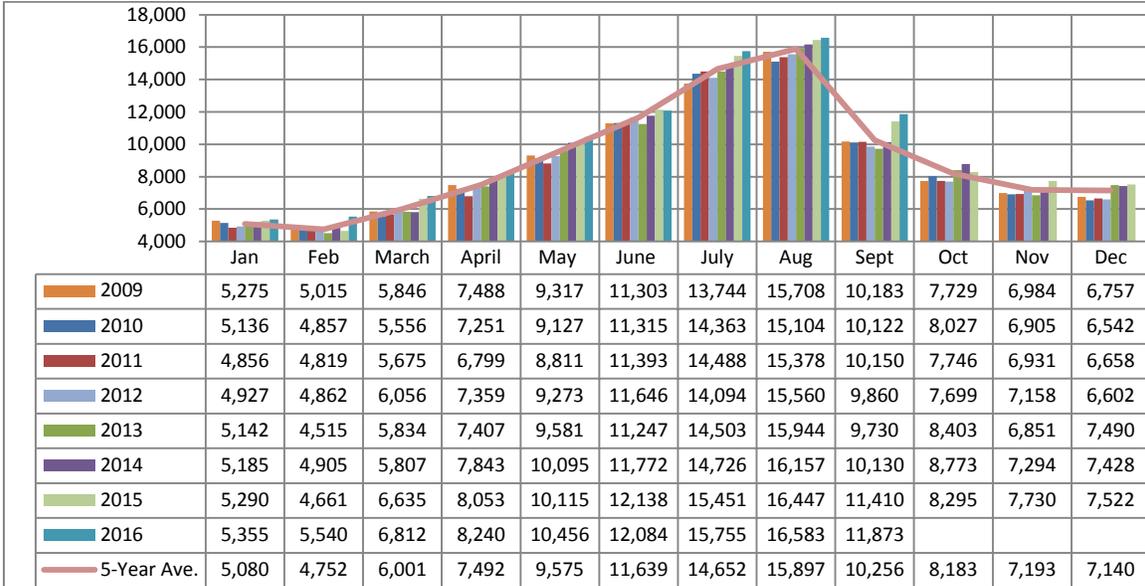


Chart 7. Total Cars and Trucks To/From Nantucket via SSA

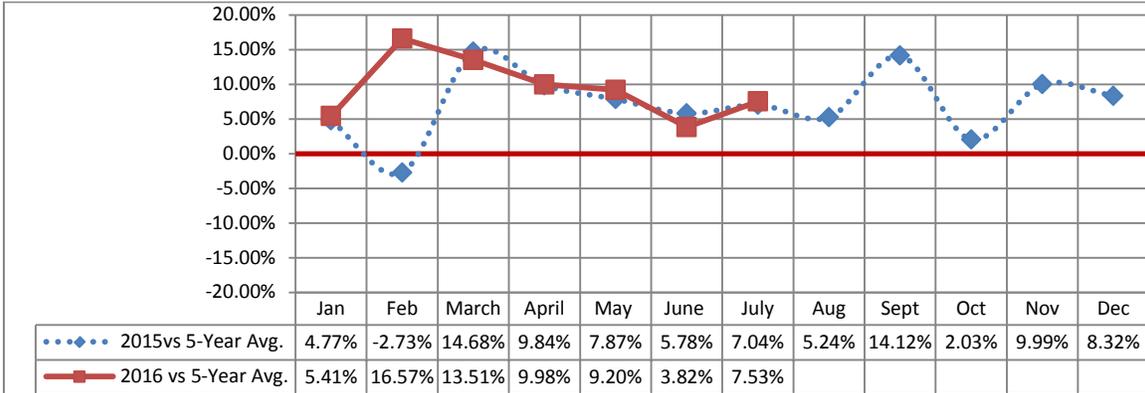


Chart 8. Monthly Cars and Trucks Total versus 5-Year Average

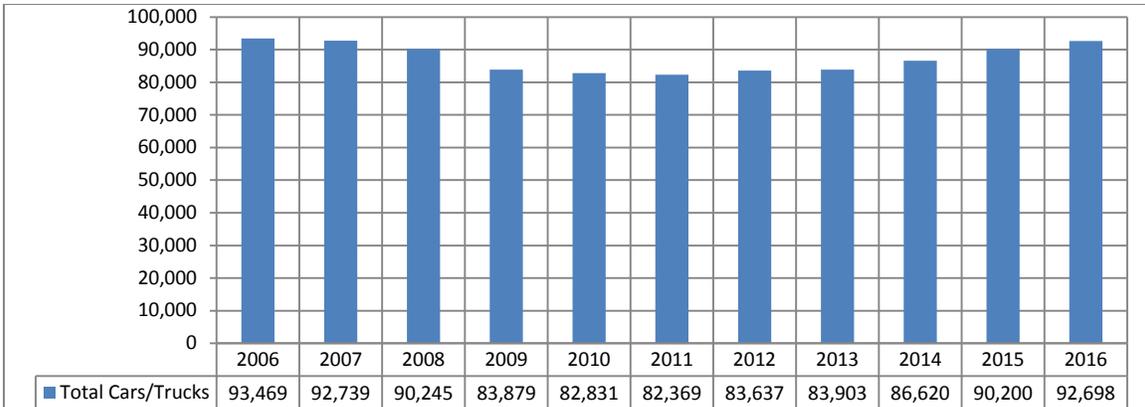


Chart 9. Total Vehicles – To Date Comparison

Charts 7, 8, and 9 depict total cars and trucks carried on the SSA for each month of the last five years. Chart 7 shows the total number of cars and trucks. Chart 8 shows the percent of change for each month compared to the five-year average for that month. Chart 9 shows the total SSA vehicles for each year up to this year's current month.



ENGINEERING SUCCESS **TOGETHER**

November 30, 2016

Mr. T. Michael Burns, AICP
Transportation Planner
2 Fairgrounds Road
Nantucket, MA 02554

Re: Old South Road Corridor Traffic Study

Dear Mr. Burns:

Thank you for giving BETA Group, Inc. the opportunity to submit a scope of services and fee proposal to provide traffic engineering services to the Nantucket Planning and Economic Development Commission (NP&EDC). A project schedule is also included as part of this submittal.

It is our understanding that the Old South Road corridor has always been considered for a study of potential safety and congestion improvements for all users. The study area is included in the NP&EDC's Regional Transportation Plan. The project has to be completed by September 30, 2017.

The objective of this project is to evaluate eleven intersections along Old South Road and Milestone Road based on traffic data collected by the Town during the peak seasonal traffic condition. The evaluation will consist of performing traffic capacity and safety analysis, and develop concept alternative improvements to mitigate intersection deficiencies. The evaluation will address, pedestrian, bicycle and vehicle connectivity between Old South Road and area north and south of the project area , left turn movements from side street onto Old South Road, transit features, safe pedestrian and bicycle accommodation.

BETA has reviewed the project requirements, background and the scope of services outlined in RFP. Based on our review, we have developed the project scope of services to complete the study.

SCOPE OF SERVICES

Tasks to be performed are outlined below:

TASK 1 – DISCUSS KEY ISSUES WITH THE PROJECT TEAM (KICK-OFF MEETING)

Secure background information and project materials including traffic and crash data, and GIS base mapping for the eleven intersection locations. Define project goals, evaluation criteria/project improvement prioritization approach(short-term, mid-term and long term) and public participation approach including collaboration with NP&EDC. Identify Town concerns and confirm overall study area coverage especially related to connectivity to the north and south of the study area.

TASK 2— FIELD INVESTIGATIONS

Make On-site investigations to validate operational and safety deficiencies on the study network of roads and intersections. Verify geometric conditions, intersections, sidewalk and sight distance observed issues. Observe/Validate traffic operations (vehicle queues) at intersections and bicycle/pedestrian activity. Make observation during peak traffic condition if necessary since the traffic condition peak is seasonal.

BETA GROUP, INC.
315 Norwood Park South, 2nd Floor, Norwood, MA 02062
P: 781.255.1982 | F: 781.255.1974 | W: www.BETA-Inc.com

Notations will be made on the presence/location of sidewalks and crosswalks, parking and current warning and regulatory signing within study area.

Findings will be documented on available mapping obtained from the Town's GIS, as well as illustrated in graphics, as may be appropriate.

TASK 3 — DATA COMPILATION

Vehicle turning movement volumes, including trucks/pedestrian/bicycle information, during the AM peak period 7:00-9:00AM and the evening commute peak period (4:00 -6:00PM)except will be provided by the Town. It is assume that signal warrant analysis will not be required. Traffic data will be provided for the eleven intersections identified in the RFP.

In addition, Automatic Traffic Recorder counts, if available, will also be provided by the Town.

TASK 4 – OBTAIN CRASH DATA

Obtain most recent (3-year) vehicle crash data from MassDOT and evaluate the crash history of the eleven study area intersections.

TASK 5 — TRAFFIC CAPACITY ANALYSIS

Perform Capacity Analysis for the study intersections using traffic data collected to assess existing operations /capacity issues. Analysis will be performed for the AM and PM Commuting peak periods. Future conditions analysis will also be performed. Traffic projection will be developed for the future condition to reflect anticipated developments and overall 1% annual Town background rate.

TASK 6 — DEVELOP CONCEPT ALTERNATIVES IMPROVEMENT PLAN ANALYSIS

Based on the information and analysis gathered, develop concepts/sketches for the various levels of improvement. Improvements will address overall project goals listed in the RFP associated with traffic congestion, safety, pedestrian, bike, vehicles and transit. Traffic calming features will also be included.

- **Short-term measures** will focus on low cost improvements under \$10,000 (or threshold amount to be determined at the kick-off meeting) that can be readily implemented by the Town. These measures may include, but are not limited to, signage, pavement markings, enforcement by safety officers and crosswalks and; regulatory restrictions.
- **Mid -term measures** will focus on medium cost improvements under \$50,000 (or amount ot be determined) that can be implemented by the Town. These measures may include, but are not limited to, crosswalks and traffic calming measures and turn lanes reconfiguration. Short-term improvements may also consist of more substantial modifications such as changing traffic circulation patterns.
- **Longer-term measures** will include improvement cost over \$50,0000 (or amount to be determined) such as;
 - Reconfiguration of intersections related to addition of turn lane or roundabout treatment
 - Construction of Sidewalks. bike lane
 - Widening intersections to provide dedicated turns lanes.

The above will consider, in a general way, an assessment of related drainage impacts and right of way impacts.

TASK 7 – MEETINGS

Attend meeting with Town officials, public participation and invited local stakeholders (police or fire department representatives or community groups or businesses) to discuss findings and recommended measures. Assume 3 meetings.

TASK 8 — FINAL REPORT

The report will consist of all the requirements outlined in the RFP. A budgetary level probable construction costs will be developed for recommended capital improvements.

FEE

The fee for the above scope of services is not to exceed \$35,000. Any additional tasks, meetings and/or items not included under this scope of services (described above) will be billed based on BETA’s standard billing rate (time and material) and shall be approved by the Project.

If we can be of any further assistance regarding this matter, please contact us at our office.

Very truly yours,
BETA Group, Inc.



Kien Ho, P.E., PTOE
Vice President

Town of Nantucket, MA Old South Road Corridor Traffic Study Project Schedule

TASK	2016	2017								
	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT
1. Kick Off Meeting	★									
2. Field Investigation	■									
3. Data Compilation	■									
4. Crash Data	■									
5. Traffic Analysis		■								
6. Develop Concept Alternatives					■			▨		
7. Meetings	★				△	▲	▲			
8. Final Report							▨			▤

- Kick-Off Meeting ★
- Task Process ■
- Address Comments ▨
- Draft Report ▤
- Town Review ▥
- Progress Update Conference Call △
- Progress Meeting ▲
- Final Meeting ▲

December 2, 2016

Mr. T. Michael Burns, AICP
Transportation Planner
NP&EDC
2 Fairgrounds Road
Nantucket, MA 02554

Re: Proposal: Old South Road Corridor Traffic Study

Dear Mr. Burns:

Greenman-Pedersen, Inc. (GPI) is excited about the opportunity to again work with the Nantucket Planning and Economic Development Commission (NP&EDC) on the **Old South Road Corridor Traffic Study**. GPI is well qualified and passionate about taking a *Complete Streets* approach to evaluating potential improvement strategies that can accommodate all modes of transportation including walking, bicycling, transit and motor vehicles. In addition, with the roadway functioning as one of the major roadways on the island and future growth expected along the corridor, it is important to consider infrastructure improvements that can accommodate vehicle traffic while maintaining slower travel speeds to promote a more accommodating pedestrian and cycling environment.

INTRODUCTION

For more than 10 years, GPI has been working with NP&EDC and the Town of Nantucket. Some of the projects include:

- **Nantucket Bike Path Evaluation** – GPI provided order of magnitude cost estimates for proposed bike path improvements throughout the island. GPI also evaluated the pavement condition of the existing pathways and recommended actions for inclusion in the Town's Maintenance Plan.
- **Nantucket In-Town Bike Path** – GPI completed a comprehensive topographic survey and developed conceptual design plans and construction costs for a SUP from the Milestone Rotary to the downtown core of Nantucket.
- **Cliff Road Bike Path** – GPI completed the field survey and development of construction documents for approximately one-half mile of SUP along Cliff Road.
- **Sparks Avenue Roundabout** – GPI developed a comprehensive public participation effort to obtain support from the Board of Selectmen to endorse the development of construction documents for the construction of the Sparks Avenue roundabout.
- **Surfside Road at Fairgrounds Road** – GPI conducted a transportation study to examine the current and future operations at the intersection of Surfside Road at Fairgrounds Road and developed conceptual design plans for the construction of a roundabout to address traffic safety and capacity issues.



Mr. T. Michael Burns
December 2, 2016
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- **Nantucket Bus Terminal** – GPI worked with the Nantucket Regional Transit Authority and the NP&EDC to develop conceptual plans to explore the use of 10-12 Washington Street as a central hub for the NRTA service.
- **Bartlett Road at Surfside Road** – GPI conducted a transportation study to examine the current and future operations at the intersection of Surfside Road at Fairgrounds Road and developed conceptual design plans for the construction of a roundabout to address traffic safety and capacity issues. GPI later refined the roundabout concept plan based on the potential for the Town to acquire additional Right-of-Way.
- **Mid-Island Traffic Study** – GPI completed a comprehensive assessment of the transportation network and infrastructure within the Mid-Island Area. The study examined vehicle, pedestrian, bicycle and transit use within the area, identified critical issues and developed a series of conceptual designs and recommendations that have provided the basis for many of the town's capital projects.

Most recently, GPI completed the design and is currently overseeing the construction of the Shared Use Path (SUP) and road reconstruction of Boulevardde from Surfside Road to Lovers Lane and we are anticipating developing the design for the remaining section of the SUP from Lovers Lane to Old South Road in 2017. This link will provide a valuable connection of two of the island's most popular SUPs.



GPI is well suited to continuing to assist the Town of Nantucket and NP&EDC staff in the evaluation of complete streets enhancements for Old South Road. With our acquisition of ORW Landscape Architects and Planners in 2015, GPI has expanded on our abilities to provide comprehensive streetscape master plans, urban design, planning and landscape architecture services. We are currently working on a similar project in Springfield, VT to develop multi-modal streetscape enhancements for a ¾ mile section of River Street and Main Street. As part of the project GPI has developed an integrated website to share project information and documentation with the public as well as a means to obtain public input and participation.



For more information and sample materials please visit the project website at:

<http://springfieldmp.wixsite.com/springfield-mp>

PROJECT TEAM

GPI has assembled a team of professionals that combined have a history of developing projects in Nantucket as well as the development of conceptual roadway enhancements. **Mr. John W. Diaz, PE, PTOE** will serve as the **Principal in Charge and Project Director**. Mr. Diaz is a Vice President with GPI and is the Director of Traffic Engineering of GPI's New England operations. He has been actively involved in the development and/or management of the majority of the projects in Nantucket and has more than 20 years' experience in developing safety and aesthetic enhancements for municipalities throughout New England.

Mr. Diaz will be assisted in the management of the project by **Ms. Carolyn Radisch, AICP**, serving as the **Senior Project Manager**. Ms. Radisch has more than 20 years' experience as an Urban and Transportation Planner with national experience on transportation planning and urban design projects that have included commuter and light rail, bus and ferry transit, pedestrians and bicycles, transit-oriented developments and downtown revitalization plans.

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December 2, 2016
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Mr. Diaz and Ms. Radisch will be assisted by a talented group of GPI's engineers and planners to ensure that the project progresses in a timely manner and provides the NP&EDC with a detailed basis for advancing the conceptual designs to implementation. Brief biographies of the anticipated staff are included below.

John Diaz, P.E., PTOE

Project Director



*24 Years of Experience
MS/1993/Civil Engineering
BS/1991/Civil Engineering*

Mr. Diaz, Vice President and Director of Traffic Engineering in GPI's New England Office, will be responsible for overall project management. Mr. Diaz has over twenty-five years of experience in the design and management of complex transportation projects. His expertise is focused on providing context-sensitive designs that enhance safety and mobility and provide a more attractive environment for all users including pedestrians and cyclists. These solutions may include shared use paths, complete street design, and traffic calming elements such as roundabouts and enhanced pedestrian accommodations, or more traditional traffic signal designs that relieve congestion and improve air quality. Mr. Diaz has been involved in GPI's projects in Nantucket since 2004 and led the public outreach efforts and design of the Sparks Avenue Roundabout. Overcoming public misconceptions of a modern roundabout and obtaining the endorsement of the Board of Selectmen was a critical phase of the projects success.

Registrations

*1998 Professional Engineer/MA #40436 2005
Professional Traffic Operations Engineer/#1632
IMSA Work Zone Safety Specialist/ZZ_59654
IMSA Traffic Signal Technician Level I/#AA_59654
IMSA Traffic Signal Technician Level II/#BE_59654
IMSA Traffic Signal Inspector/#SI-59654*

Carolyn Radisch, AICP

Senior Project Manager



*25 Years of Experience MS/1995/City & Regional Planning
MS/1995/ Civil /Transportation Engineering*

Ms. Radisch will serve as the Senior Project Manager and Lead Urban Planner. With a career spanning east and west coasts, Ms. Radisch has led numerous projects working at the intersection of planning, engineering and urban design to create more attractive streets and public spaces that accommodate walking, cycling, riding transit and driving. She has served as the project manager for a variety of design and construction projects which have included extensive community outreach elements. Through her varied project experience Ms. Radisch has developed superior communication skills and innovative public outreach methods to engage with the public and clients alike. Ms. Radisch earned graduate degrees in Civil Engineering and

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City and Regional Planning from the University of California at Berkeley. She has published research on the relationship between community design and pedestrian and transit modes.

Registration

1992/AICP Certified Planner

Colin White, P.E.

Project Engineer - Traffic Engineering and Design



*8 Years of Experience
BS/2008/Civil Engineering*

Colin has eight years of experience working on traffic engineering and roadway and signal design projects. He is experienced in the use of various traffic analysis and simulations software packages, including VISSIM and SYNCHRO. He has also assisted in the conceptual and final design of many traffic calming projects, including development of construction estimates and special provisions, and is proficient with AutoCAD and SignCAD.

Colin has worked on a wide range of projects including developing concepts for Shared Use Paths, pedestrian and traffic improvements within town centers, developing ADA compliant wheelchair ramp and crosswalk designs including features of the forthcoming PROWAG regulations inventories.

Registrations

*2013/Professional Engineer/MA #50559 IMSA Traffic Signal Filed Technician Level II
#BE_95065*

IMSA Traffic Signal Technician Level I #AA_95065 IMSA Work Zone Safety Specialist #ZZ_95065

Nicole Rogers, EIT

Project Engineer/GIS Analyst



*2 Years of Experience
BS/2013/Civil Engineering*

Since joining GPI, Nicole has been extensively involved in the development of conceptual design and construction level projects. She has been working closely with the Town of Stoughton in developing conceptual pedestrian, bicycle and vehicle safety improvements at selected intersections throughout the town and advancing conceptual design projects through Massachusetts' Project's Review Board for funding on the TIP. Her work also includes developing comprehensive wayfinding sign guidelines for the City of Nashua, NH to enhance the walkability of the downtown area. Nicole has extensive experience in GIS applications and developing comprehensive, interactive map based graphics for public presentations.

Registration

VT EIT #017.0092737

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Paula Holwerda, LEED AP *Landscape Design/Planner*



12 Years of Experience
MLA/Landscape Architecture
BA/Architecture

Paula is landscape and urban designer. She has worked on various streetscape and landscape architecture projects that express sensitivity to place and community and support a more sustainable world. Paula has been involved in all stages of project design, from conceptual project renderings and visual perspectives to schematic design and the production of construction documents. Her background in architecture and landscape design has provided her with a broad range of expertise allowing her to work at many scales to create special and meaningful sustainable places. She has strong experience in environmentally responsible design.

Paula earned her bachelor's degree in Architecture at Universidad Catolica de Cordoba, Argentina and her master's degree in Landscape Architecture with a minor in Landscape Ecology from Wageningen University and Research Centre, the Netherlands. She is fluent in Spanish and has assisted in multi-lingual public outreach efforts.

Registration
2004/LEED AP Accredited Professional

SCOPE OF WORK

The November 16, 2016 Request for Quotations (RFQ) outlines a comprehensive and detailed Scope of Work. GPI is committed to providing all services as outlined in the RFQ, with the following comments:

Task 1 – Study Area, Goals, Evaluation Criteria and Public Participation

In order to complete the elements outlined under Task 1 in the RFQ, GPI proposes to have an initial kick-off meeting/site reconnaissance/working session with the NP&EDC staff and key project stakeholders such as the Nantucket Regional Transit Authority, key property/business owners and bicycle and pedestrian representatives. NP&EDC staff would identify stakeholders and arrange meetings. This all-day working session will be critical to refining the study area, project goals and evaluation criteria prior to engaging in a public meeting forum. At this meeting we will refine the structure of public meetings and identify target dates based on a refined project schedule.

For budget purposes we anticipate the following public meetings:

Public Meeting #1: Issues and Opportunities. As part of the first public meeting, GPI would present the pertinent existing conditions information, project area issues and opportunities and open the meeting to input and brainstorming by the public. We anticipate a working session / charrette format in which the public is engaged in a consensus building effort regarding multi-modal improvements to the study area transportation network. GPI will present the framework established through the initial meeting with the

Mr. T. Michael Burns
December 2, 2016
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NP&EDC staff and will facilitate the meeting to document public concerns, support and experiences regarding all modes of transportation within the study area within the established framework.

Public Meeting #2: Draft Design Concepts. The second meeting will provide a summary of the public concerns and comments from the first meeting and present design concepts to address those concerns. We expect that there will be issue areas that include alternatives for the public to consider. Based on public input, we will make refinements to the plan. We will look to NP&EDC staff to confirm the direction on the final plan.



For the public outreach, our budget assumes that GPI will assist NP&EDC through the development of flyers and press releases for the meetings, however the logistics of arranging meeting rooms, set up, refreshments, etc. will be undertaken by staff. We have developed more creative approaches to public meetings to gain broader input, and will discuss options with NP&EDC staff at the kick-off meeting. Since the population of Nantucket dramatically changes through the year, there may be local interested parties that are not on the island or may not be available for public meetings and input, GPI recommends creating a project website to share project concept plans, reports, etc. as well as to document public comments and concerns. We have included time to develop a website (via wix.com or similar platform) in our fee.

Task 2 – Existing Conditions and Future Conditions

As part of this task, GPI will compile all available data provided by the NP&EDC and develop the following:

- Base and future year traffic networks
- Operational summary of base and future year conditions (Intersection Level of Service, Delays, Queues, etc.)
- Summary of crash data and identification of potential crash clusters
- Summary of critical pedestrian activity (crossings, desired paths of travel, etc.)
- Transit operations and ridership activity at study area stops
- Overall pedestrian and bicycle accessibility

NOTE: It is assumed that any and all data necessary to complete the above tasks will be provided by the NP&EDC. The scope of work does not include additional data collection and/or research.

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 December 2, 2016
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Task 3 – Alternative Analysis

Based on the existing conditions information and input from the first public meeting, GPI will develop design alternatives for the plan area. Rather than approach the project as a series of 11 intersection improvements, GPI will review the corridor as a comprehensive and cohesive transportation network and strive to develop a *Complete Streets* design that focusses on providing accommodations for all users including pedestrians, cyclists, transit users and motorists. Providing a consistent look and feel to the corridor will contribute to the effectiveness of the proposed recommendations.

In addition to typical traffic calming elements (curb extensions, raised intersections or crosswalks, chicanes, roundabouts, etc.) GPI will explore additional corridor enhancements including: rain gardens, use of porous pavements, streetscape enhancements (street furnishing and landscape elements).

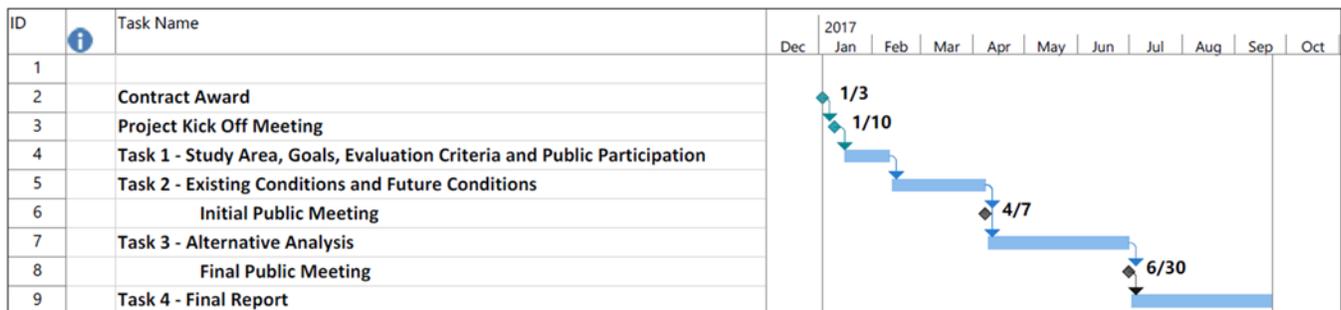
The design alternatives will incorporate design criteria identified in the RFQ. The alternatives will include a planning level evaluation of potential environmental, property, and community impacts and order of magnitude costs versus degree of improvement considerations. Schematic alternatives will be developed in plan and section and rendered for public presentation purposes. It is anticipated that an overall strategy plan including the study area as well as more detailed plans and sections would be developed at the intersections and transit stops.

Task 4 – Final Report

As part of Task 4, GPI anticipates an initial submission of DRAFT report to the NP&EDC for review and comment. Upon receiving any comments from the NP&EDC review, GPI will then provide the FINAL Report to the NP&EDC.

SCHEDULE

We understand the importance of completing the project by September 30, 2017. GPI is committed to meeting this schedule and feels it is a reasonable expectation. The biggest effort of the project will be Task 3, developing the conceptual improvements. The following schedule assumes the project will begin in early January 2017.



FEE

GPI has developed the design fee based on the scope of work outlined in the RFQ and as described herein. GPI anticipates a level of effort of *approximately 578 hours at an initial not to exceed fee of*

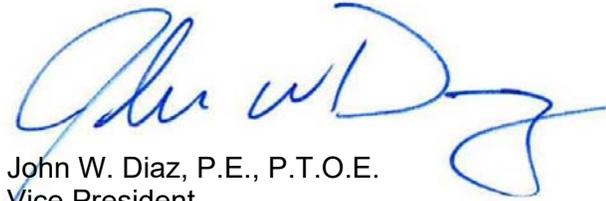
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Seventy Three Thousand Nine Hundred Fifty dollars including expenses (\$73,950). A detailed man hour estimate and fee is attached.

Thank you reaching out to us for consideration on this project. We look forward to continuing our relationship with the Town of Nantucket and the NP&EDC staff. Should you have any questions or wish to further discuss our proposed Scope of Work and/or Fee, or require additional information, please do not hesitate to contact me by phone at (978) 570-2953 or by email at jdiaz@gpinet.com.

Best regards,

GREENMAN-PEDERSEN, INC.



John W. Diaz, P.E., P.T.O.E.
Vice President
Director of Traffic Engineering

attachment



Mr. T. Michael Burns
 December 2, 2016
 Page 10 of 10

Nantucket Planning and Economic Development Commission								
Man Hour Estimate - Old South Road Corridor Traffic Study								
	Branch Manager	Vice President/Project Director	Senior Project Manager	Project Manager	Project Engineer	Engineer	HRLY TOTAL	FEE TOTAL
Rate	\$250.00	\$250.00	\$175.00	\$150.00	\$125.00	\$100.00		
TASKS								
Task 1 - Study Area, Goals, Evaluation Criteria and Public Participation								
1.1 - Study Area - kick off meeting		8	8				16	\$ 3,400.00
1.2 - Goals				4		4	8	\$ 1,000.00
1.3 - Evaluation Criteria			4			4	8	\$ 1,100.00
1.4 - Public Participation		16	16				32	\$ 6,800.00
Task 1 SubTotal	0	24	28	4	0	8	64	\$ 12,300.00
Task 2 - Existing Conditions and Future Conditions								
2.1 - Existing Conditions					4	16	20	\$ 2,100.00
2.2 - Future Year Conditions					4	8	12	\$ 1,300.00
2.3 - Identify Issues and Opportunities			4			40	44	\$ 4,700.00
Task 2 SubTotal	0	0	4	0	8	64	76	\$ 8,100.00
Task 3 - Alternatives Analysis								
3.1 - Develop Recommendations		2	12			40	54	\$ 6,600.00
3.2 - Analysis of Intersections						24	24	\$ 2,400.00
3.3 - Traffic Calming			4		16	16	36	\$ 4,300.00
3.4 - Bike and Pedestrian Accommodations			8		12	20	40	\$ 4,900.00
3.5 - Transit Accommodations			12			8	20	\$ 2,900.00
3.6 - Analysis of Impacts			12			28	40	\$ 4,900.00
3.7 - Schematics and Graphics		4	8			40	52	\$ 6,400.00
3.8 - Overall Map						16	16	\$ 1,600.00
Task 3 SubTotal	0	6	56	0	28	192	282	\$ 34,000.00
Task 4 - Final Report								
4.1 - Narritive of Task 1-3		2	2	12		48	64	\$ 7,450.00
4.2 - Charts and Graphs for Task 2						20	20	\$ 2,000.00
4.3 - Summary of Issues and Opportunities						16	16	\$ 1,600.00
4.4 - Conceptual Plans						16	16	\$ 1,600.00
4.5 - Evaluation Criteria Summary			4			12	16	\$ 1,900.00
4.6 - Implementation Strategy			8			16	24	\$ 3,000.00
Task 4 SubTotal	0	2	14	12	0	128	156	\$ 17,550.00
TOTAL LABOR EFFORT	0	32	102	16	36	392	578	\$ 71,950.00
Expenses								
Travel								\$ 1,500.00
Other								\$ 500.00
Expenses SubTotal								\$ 2,000.00
							Total Labor Effort	\$ 71,950.00
							Expenses SubTotal	\$ 2,000.00
							Total Project Effort	\$ 73,950.00

Quotation/Proposal

**Nantucket Planning and Economic
Development Commission**

December 2, 2016



Old South Road Corridor Traffic Study



December 2, 2016

T. Michael Burns, AICP
Transportation Planner
Nantucket Planning and Economic Development Commission
2 Fairgrounds Road
Nantucket, MA

Dear Mr. Burns:

Recognizing the need for improved mobility, safety, and connectivity, the Nantucket Planning and Economic Development Commission (NP&EDC) is seeking consultant services for the study of the Old South Road corridor to identify and assess improvement options. Improvements will consider the variety of transportation facilities and needs, including transit users, bicycle and pedestrian demands, and vehicular traffic.

Since our beginnings in 1979, VHB has been a leader in transportation planning and design. Our team provides the technical and engineering skills with the right combination of national experience in advancing major multimodal transportation projects through the planning process, and the local experience necessary to understand NP&EDC's needs and be responsive to local and regional stakeholder issues and concerns.

As requested in the RFQ, please see attached scope of work, work timeline, and cost for services, as well as selected staff and project qualifications and experience. VHB is excited about the possibility of continuing our working relationship with the Town. Thank you for the opportunity to submit our quotation. If you have any questions or would like additional information, please contact Randy at 617.607.6157 or rhart@vhb.com.

Sincerely,

Donald Cooke, PE, PTOE
Managing Director, Transportation Systems

Randall Hart
Principal-in-Charge



Contents

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2. Work Timeline.....	5
3. Cost for Services	5
4. Selected Relevant Project Experience	6
5. Key Staff Qualifications	7



1. Scope of Work

The following pages include our proposed detailed scope of services.

Task 1: Study Area, Goals, Evaluation Criteria, and Public Participation

1.1 Study Area

VHB will review the prescribed study area as well as additional roadway segments, intersections, and any major driveways in the area to determine if any expansion of the study area is appropriate.

1.2 Goals

VHB will review the Regional Transportation Plan to identify applicable goals that could influence the methodology and desired outcome of the study.

1.3 Evaluation Criteria

VHB will review the current criteria used by the Nantucket Planning and Economic Development Commission (NP&EDC) to score and prioritize projects and will make recommendations relative to its applicability to this study as well as potential modifications that could be made to facilitate the evaluation of future design alternatives.

1.4 Public Participation

Based on past experience with similar projects, VHB will outline a recommended structure for the timing and frequency of public meetings throughout the development of the study.

VHB will summarize the information collected and recommendations outlined in Tasks 1.1 – 1.4 in the form of a brief memorandum for review by the NP&EDC. Upon review of VHB's memorandum, VHB will attend a meeting with the NP&EDC to discuss the recommendations and finalize the Study Area, Goals, Evaluation Criteria, and approach to Public Participation prior to commencement of work on subsequent tasks.

Task 2: Existing Conditions and Future Conditions

VHB will prepare a comprehensive conceptual planning study to assist the NP&EDC. The study will conform to typical MassDOT TIA Guidelines/Institute of Transportation Engineers (ITE) traffic study guidelines and include all items outlined in the November 16, 2016, Request for Quotations (RFQ) for the Old South Road Corridor Traffic Study.

The purpose of the Study, as defined in the RFQ is to "utilize available information and data to develop, analyze, and provide imagery of appropriate alternative strategies that would improve safety, congestion, and connectivity for all modes of transportation within the study area." This study will be conducted in a manner that is consistent with the relevant goals of the Regional Transportation Plan. Based on that direction, VHB has outlined the following scope of services:

2.1 Existing Roadway Network Inventory

VHB will perform an inventory of existing traffic conditions at the study area locations identified below. The inventory will include the existing lane geometry, parking, traffic signal operations and timings, pavement conditions, pavement markings, parking, and signage.

Based on the RFQ, a study area for the project has been assumed and consists of 11 intersections in the vicinity of the Old South Road corridor, including:

- Old South Road at Milestone Road/Orange Street/Pleasant Street (Roundabout 4 intersections)
- Old South Road at Fairgrounds Road
- Old South Road at Amelia Drive
- Old South Road at Youngs Way
- Old South Road at Lovers Lane
- Old South Road at Goldfinch Drive/Greglen Avenue
- Old South Road at Macy's Lane
- Old South Road at Nobadeer Farm Road
- Milestone Road at Monomoy Road
- Milestone Road at Polpis Road
- Milestone Road at Nobadeer Farm Road

As outlined in the RFQ, traffic counts for each study area intersection will be provided by the NP&EDC and will be sourced from the NP&EDC's own data collection efforts, and data included in recent reports completed by private groups.

2.2 Traffic Data Reconciliation

Given the varying sources of traffic data and potential disparity in age/season of counts, VHB will adjust the traffic volume data that is available to establish 2017 Existing Conditions for all study area intersections. Growth rates for adjustment will be determined through consultation with the NP&EDC and historic data that is available.

2.3 Multi-Modal Transportation Assessment

VHB will provide a detailed inventory of existing multi-modal access along the corridor including a "narrative that includes figures to describe the pedestrian, bicycle activities in the study area." This will include a narrative that describes the existing condition of bicycle, pedestrian traffic and transit rider's relationship in the study area. VHB assumes that ridership data and pedestrian and bicycle data will be available for all facilities in project study area.

2.4 Crash Data Analysis

VHB will review available crash data for the study area intersections to include the most recent five-year period available from MassDOT. The data will be summarized and reviewed to identify correctable crash trends, and crash rates will be calculated following standard MassDOT procedures. VHB will summarize and evaluate this information in written and tabular format to identify trends and deficiencies.

2.5 Seasonal and Historical Adjustment Factors

Counts that are currently available to VHB from other projects, NP&EDC, or from MassDOT Traffic Counting Stations will be gathered and reviewed to assess appropriate seasonal and historical adjustment factors for future condition analyses.

2.6 Background Traffic Growth

VHB will coordinate with the NP&EDC and review recent in-house information to determine an appropriate list of background projects that should be included in corridor study. This data along with the historical adjustment factor will be used to develop traffic future condition traffic volumes for the study area intersections. Horizon year for study will be determined through consultation with the NP&EDC.

2.7 Conduct Capacity Analysis

VHB will conduct capacity analysis based on the existing roadway conditions and any planned roadway improvements that may be identified. The extent and nature of any system deficiencies will be identified as part of this effort. It is anticipated that the critical peak hours for review would be the weekday morning peak period (7-9 AM), weekday evening period (4-6 pm), and the Saturday midday peak periods (11-2 PM), however these periods will be confirmed with the NP&EDC. Initial capacity analysis to assess system deficiencies will be provided for 2017 Existing Conditions as well as a Future condition that incorporates expected traffic growth (horizon year to be determined in coordination with NP&EDC).

Task 3: Alternatives Analysis

Informed by the findings in Tasks 1 and 2 and consideration of the goals of the Regional Transportation Plan, options for addressing operational, safety, and congestion within the study area will be assessed. Based on this assessment the following analyses will be conducted:

1. Develop recommendations that address safety, congestion, and mobility concerns, including intersection concepts that promote traffic calming and safe turning movements, crossing that improve safety for pedestrians, and transit accommodations with improve traffic flow.
2. Analysis of intersection improvement that consider any previously analysis of alternatives, and update of the analysis using the most current data available.
3. Consider traffic calming features where appropriate that conform to MassDOT's Project Development & Design Guide for roadway classification.
4. Consider bicycle and pedestrian accommodations to improve and safety and accessibility of crosswalk within the study area including the potential for median treatment. Bicycle and pedestrian connectivity between uses on the south side of Old South Road will also be considered.
5. Consider transit accommodation needs, including the potential for bus pull offs and shelters at heavily used stops.
6. Consider analysis of alternatives that include the quantitative and/or qualitative evaluation of potential environment, property, and community impacts (such as

cultural, economic, and historic resources), as well as evaluate the magnitude of implementation costs versus the degree of improvement.

7. Development of conceptual design plans/graphics for recommendations suitable for public presentation. Such plan will likely utilize aerial imagery to clearly represent the location and recommendation. To the extent that existing roadway layout lines and utility information is available, they will be included at a conceptual level to demonstrate potential layout implications.
8. Preparation of an overall map/plan that demonstrates the strategy for the corridor that has been studied.

Informed by the evaluation conducted under this task and with input from NP&EDC, VHB will prepare initial conceptual schematic level plans depicting potential improvements at study area locations. VHB assumes that base information for such plans is available by desktop (aerial or GIS base) or can be provided by the Town of Nantucket. The conceptual plans will consider movements and connections for vehicles, pedestrians, bicyclists, and transit as appropriate. VHB assumes that the initial concept plans will be vetted initially at a community meeting and that final concept plans will be prepared that attempt to incorporate any comments, concerns, or recommendations that the public and or the NP&EDC may have on the initial versions.

Task 4: Final Report

VHB will prepare a comprehensive technical report summarizing the results of Tasks 1 – 3. The report will be comprised of technical narratives, tables, graphs/charts, and illustrative graphics. All alternatives developed as part of Task 3 will be displayed graphically in the report. In addition, based on the evaluation criteria developed in Task 1.3, the report will contain a matrix summarizing the benefits and/or detriments of the alternatives that are identified. VHB will prepare an initial draft for review and comment by the NP&EDC. Upon incorporating all relevant comments, VHB will issue a final report for the NP&EDC.

Task 5: Project Meetings/Site Plan Development Coordination

VHB will attend Project meetings with the client, other public agencies, and public hearings or other public meetings. In addition, VHB will be available to the client and client's representatives to discuss, review, and provide status updates of project progress. Charges against this task will be made as required on an hourly basis to the upset limit established to ensure that the client's project requests and needs are met. Based on this proposal, VHB assumes the following meetings will be necessary:

- Kickoff meeting with NP&EDC (on-island)
- Initial Public Outreach Meeting (on-island)
- Interim meeting with NP&EDC (on-island)
- Final Public Outreach Meeting (on-island)
- Two additional conference calls (remotely)

VHB is available to attend additional meetings in support of the project. However, an amendment to this contract may be required.

2. Work Timeline

Please see the table below for our proposed timeline for services.

Proposed Schedule

TASK	ESTIMATED DURATION
1 Study Area, Goals, Evaluation Criteria, and Public Participation	1 month
2 Existing Conditions and Future Conditions	1-2 months
3 Alternatives Analysis	2-3 months
4 Final Report	1 month
5 Meetings	As required

3. Cost for Services

Please see the table below for our proposed cost for services.

Fee Table

TASK	LABOR FEE
1 Study Area, Goals, Evaluation Criteria, and Public Participation	\$4,400
2 Existing Conditions and Future Conditions	\$11,600
3 Alternatives Analysis	\$22,900
4 Final Report	\$12,400
5 Meetings	\$8,500
TOTAL PROPOSED FEE	\$59,800

5. Key Staff Qualifications

Please see resumes on the following pages for a summary of our key staff qualifications.

Randall Hart

Principal-in-Charge



Randy is a Principal in VHB's Land Development Group, focusing on South Shore and Cape Cod Development. His responsibilities include preparation of Cape Cod Commission (CCC) Developments of Regional Impact and Environmental Impact Report submittals, formal traffic impact/access studies, traffic event management planning, and parking analyses for institutional, retail, office, residential, and golf course developments.

Education

BS, Civil Engineering,
New England College, 1990

Registrations/ Certifications

Engineer in Training: NY

Affiliations/ Memberships

Institute of Transportation
Engineers

26 years of professional experience

Relevant Experience – Cape and Islands

As project transportation lead for the projects listed below, responsibilities included client representation at local and regional CCC meetings and public hearings; coordinating with civil engineers, architects, and contractors; preparation of traffic impact, circulation, parking, and access studies; preparation of Environmental Impact Reports; preparation of CCC Development of Regional Impact Studies (DRI); mitigation evaluation/negotiation; filings of state and local permits; and preparation of conceptual improvement plans construction cost estimates.

- Lowes Home Improvement Center (DRI), CCC, Dennis
- Cape Cod Hospital Emergency Department Expansion (DRI), Hyannis
- Cape Cod Hospital Campus Access, Parking, and Circulation Study, Hyannis
- Cape Cod Hospital Bed-tower Expansion (DRI), Hyannis
- Cape Cod Hospital Outpatient Facility Wilkins (DRI), Barnstable
- Cape Cod Hospital Outpatient Facility, Chatham
- Falmouth Hospital Clark Cancer Center (DRI), Falmouth
- Sturgis School New Campus, Hyannis
- Redevelopment and Expansion of Rehabilitation Hospital of the Cape and Islands (RHCI), Sandwich, MA
- Forestdale Village Mixed Use 40B Residential/Commercial Development (DRI), Sandwich
- Stop & Shop Supermarket, Nantucket
- 56 Center Street Cultural and Education School (ReMain Nantucket), Nantucket
- Downtown No Parking Area Assessment, Nantucket
- Dukes County Savings Bank Campus, Martha's Vineyard
- Stop & Shop Supermarket, Martha's Vineyard
- Willowbend Golf and Residential Expansion (DRI), Mashpee
- Falmouth Ice Arena (DRI), Falmouth
- Circuit City (DRI), Hyannis
- Hyannis Stop & Shop Development (DRI), Hyannis
- Cotuit Landing Redevelopment (DRI), Cotuit
- Harwich Commons Redevelopment (DRI), Harwich
- Merchants Square Redevelopment (DRI), Sandwich
- Orleans Stop & Shop Plaza (DRI), Orleans
- International Federation of Animal Welfare (IFAW) development of world headquarters (DRI), Yarmouth, MA

Matthew Kealey, PE, PTOE

Project Manager



Matt is a Project Manager with VHB's Transportation Planning and Engineering Group. His engineering responsibilities include managing the preparation traffic impact and access studies and access / circulation / parking analysis for institutional, retail, office, and residential developments.

20 years of professional experience

Education

BS, Civil Engineering,
Worcester Polytechnic
Institute, 1997

Registrations/ Certifications

Professional Engineer (Civil):
MA, 2003

Professional Traffic
Operations Engineer

Affiliations/ Memberships

Institute of Transportation
Engineers

Relevant Experience – Cape and Islands

As project transportation engineer for the projects listed below, responsibilities included client representation at local and regional Cape Cod Commission (CCC) meetings and public hearings; coordinating with civil engineers, architects, and contractors; preparation of traffic impact, circulation, parking, and access studies; preparation of Environmental Impact Reports; preparation of CCC Development of Regional Impact Studies (DRI); mitigation evaluation/negotiation; filings of state and local permits; and preparation of conceptual improvement plans and construction cost estimates.

- Lowes Home Improvement Center (DRI), Dennis
- Cape Cod Hospital Emergency Department Expansion (DRI), Hyannis
- Cape Cod Hospital Campus Access, Parking, and Circulation Study, Hyannis
- Cape Cod Hospital Bed-tower Expansion (DRI), Hyannis
- Cape Cod Hospital Outpatient Facility Wilkins (DRI), Barnstable
- Cape Cod Hospital Outpatient Facility, Chatham
- BJ's Wholesale Club Expansion, (DRI), Hyannis
- Falmouth Hospital Clark Cancer Center, (DRI), Falmouth
- Sturgis School New Campus, Hyannis
- Redevelopment and Expansion of Rehabilitation Hospital of the Cape and Islands (RHCI), Sandwich, MA
- Forestdale Village Mixed Use 40B Residential/Commercial Development (DRI), Sandwich
- Stop & Shop Supermarket, Nantucket
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- Hyannis Stop & Shop Development (DRI), Hyannis
- Cotuit Landing Redevelopment (DRI), Cotuit
- Harwich Commons Redevelopment (DRI), Harwich
- Merchants Square Redevelopment (DRI), Sandwich
- Orleans Stop & Shop Plaza (DRI), Orleans
- International Federation of Animal Welfare development of world headquarters (DRI), Yarmouth, MA
- Cape Cod Cooperative Bank, Corporate Headquarters Development (DRI), Barnstable

Implementation Plan

Guidance for moving forward from the NRTA study work group includes:

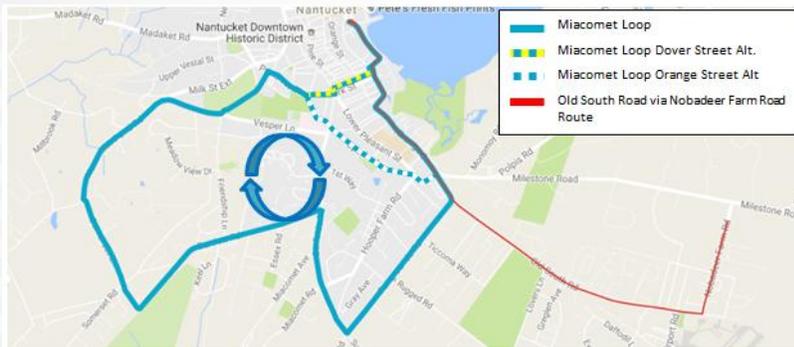
- Start small and validate the need for year-round service
- Develop a phased implementation plan that starts with core service and builds to the preferred alternative level of service, if needed and financially feasible

The phased implementation plan is designed to begin with service in the core of the Island and build to full implementation of the preferred alternative in the third phase. There is no timeline on the phased service; whether or not to expand will be reviewed annually. The annual operating expenses for providing year-round service are listed in the table below.

Phase	Description	Total Additional Expense
Core Service	Year-round service on the Miacomet Loop and Old South Road via Nobadeer Farm Road Route with limited Sunday hours	\$494,000
Expanded Service	Year-round service on the Mid Island Loop is added with limited hours	\$689,000
Comprehensive Island-Wide Service	Service extended to Sconset on the Old South Road via Nobadeer Farm Road Route, service hours expanded, extended shoulder season service (to Columbus Day) on the Madaket Route is added	\$848,000

Core Service

Cost = \$494,000



Operating Characteristic		Miacomet Loop	New Old South via Nobadeer Farm Rd Route
Frequency	York/Dover	30 minutes	N/A
	Orange St	40 minutes	60 minutes
Hours	Weekday	7AM-8PM	7AM-8PM
	Saturday	8AM-7PM	8AM-7PM
	Sunday	10AM-6PM	10AM-6PM
Ridership		20,395	29,408
COST		\$247,000	\$247,000

Expanded Service

Cost = \$689,000



Operating Characteristic		Miacomet Loop	Mid Island Loop	New Old South via Nobadeer Farm Rd Route
Frequency	York/Dover	30 minutes	30 minutes	N/A
	Orange St	40 minutes	40 minutes	61 minutes
Hours	Weekday	7AM-8PM	8AM-7PM	7AM-8PM
	Saturday	8AM-7PM	10AM-6PM	8AM-7PM
	Sunday	10AM-6PM	10AM-6PM	10AM-6PM
Ridership		23,861	17,152	34,405
COST		\$247,000	\$195,000	\$247,000

Comprehensive Island-Wide Service

Cost = \$848,000



Operating Characteristic		Madaket Route to Columbus Day	Miacomet Loop	Mid Island Loop	New Old South via Nobadeer Farm Rd Route
Frequency	York/Dover	N/A	30 minutes	30 minutes	N/A
	Orange St	N/A	40 minutes	40 minutes	61 minutes
Hours	Weekday	7AM-9PM	7AM-8PM	7AM-8PM	7AM-8PM
	Weekend	8AM-7PM	8AM-7PM	8AM-7PM	8AM-7PM
Ridership		600	24,722	17,771	35,646
COST		\$35,000	\$271,000	\$271,000	\$271,000

Mike Burns

From: Charles Stott <stott.charles9@gmail.com>
Sent: Thursday, October 20, 2016 11:20 AM
To: Mike Burns; Jane Miller; hrtonthejrb@aol.com; Saperstein, Lee W.; Allen Reinhard; Paula Leary
Cc: Morrison Peter
Subject: Traffic and Parking

Thanks for your participation in the October 4 meeting on traffic and parking; I thought that it was a productive meeting with a primary focus on parking. I especially want to thank Mike Burns for his presentation and Paula Leary for adding an additional perspective.

We agreed that I would provide a brief summary of the meeting. The goal of the meeting was to identify 3 to 5 steps that could be taken that are achievable and would make a significant difference. We identified the following elements, and all in attendance (except Allen who had left for another meeting) were in agreement on these initiatives:

1. More vigorous enforcement of parking regulations
2. Shuttle service to satellite parking lots
3. Paid parking with either a bumper sticker to park in spaces in the core district (while complying with posted time limits) or kiosks that issue window parking stickers downtown and at Town parking lots
4. An increase in the embarkation fee with net proceeds dedicated to NRTA for expansion of bus service; this would require the adoption of a home rule petition and approval by the state legislature
5. Year round bus service

Other solutions that were mentioned but did not gain much traction included a parking garage, police presence at Beach and Broad to manage pedestrian and vehicular traffic, year round valet service, recommendations regarding sidewalk parking and a .05%% sales tax increase dedicated to transportation.

It was noted that once we begin the public outreach phase, the Civic League could host a public forum.

Next steps, I think, should include:

1. Surveying our constituents (neighborhood associations and perhaps members)
2. Engaging additional stakeholders such as the Chamber and ReMain Nantucket
3. Costing out proposals
4. Determining sources of funding
5. Launching a campaign of education and public outreach

Please let me know if I have missed or misrepresented anything.

Charlie



Charles D. Baker, Governor
 Karyn E. Polito, Lieutenant Governor
 Stephanie Pollack, Secretary & CEO
 Thomas J. Tinlin, Administrator



November 16, 2016

SUBJECT: Nantucket: Multi-Use Trail Reconstruction along Good Pond Lane and Orange St.
 Contract #93543, Projis # 606433
 Federal Aid Project Nos.: CM-002S(835)X & STP-002S(835)X
 Prime Contractor: Northern Construction Services, LLC
 RE: **Pre-Construction Conference**

Nantucket Planning Office
 Attn.: Andrew Vorce, Director
 2 Fairgrounds Road
 Nantucket, MA 02554

Dear Attendee:

A Preconstruction Conference for the above-referenced project will be held in the "Patriots" Conference Room of the MassDOT-Highway Division District 5 Office at 1000 County Street, Taunton, MA 02780 at **10 AM on Thursday, December 1, 2016**. The Prime Contractor, utility companies, local municipalities and DBEs are required to attend. At this meeting, you may discuss any concerns you have related to this project.

The Contractor shall bring the following to this Preconstruction Conference:

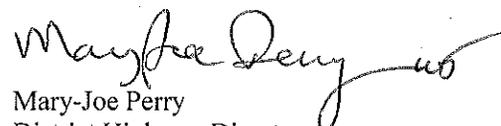
1. a projected monthly spending forecast,
2. a proposed Schedule of Operations in bar chart form, which is required to be submitted within 30 Calendar Days after Notice to Proceed,
3. a "sub-net" schedule for early utility relocation requests per the paragraph below,
4. a TMP (Traffic Management Plan),
5. a Source of Materials Form to be handed out at the meeting,
6. all requests for subcontractor approval,
7. any other required documentation.

In accordance with Subsection 8.14.C.2, if the Contractor intends to propose an early utility relocation, the Contractor shall submit written notification of this intent to the Department, either prior to or during this Preconstruction Conference. An early utility relocation is any utility relocation that the Contractor wants performed prior to submission and acceptance of the Baseline Schedule. In addition, the Contractor shall present at this Preconstruction Conference a "sub-net" schedule which clearly depicts each utility relocation and when this work needs to occur. This "sub-net" schedule shall be included as part of the official written early utility relocation request. If this request is acceptable to the utilities and the Department, the Engineer will issue a Notice to Proceed to the affected utilities. The Department is required to give each utility 30 Days notice prior to the utility being required to start work.

In addition, the EEO Affirmative Action Preconstruction Conference is scheduled to occur immediately following the Preconstruction Conference. It is requested that the Contractor have in attendance at this meeting, representatives of the Disadvantaged Business Enterprises to be employed on this project. Please ask these representatives to bring to this meeting their Projected Manning Table and Proposed Schedule of Operations. Also, all subcontractors should be invited by the Contractor to attend this meeting as well.

If you have any questions on this, please contact Michael Broderick, the Area Construction Engineer for this project, at (508) 884-4305.

Sincerely,


 Mary-Joe Perry
 District Highway Director

MM/wav
 cc: DHD, RE, DUCE, DURE


 Leading the Nation in Transportation Excellence

District 5 Office
 1000 County Street, Taunton, MA 02780
 Tel: 508 824-6633
 www.mass.gov/massdot

Transportation Plan Objective for Priority Areas:
 3.2.2.1. Expand and maintain an island wide system of shared-use paths, recreational trails, and sidewalks by seeking funding to repair, modify, and install accessible and obstruction-free sidewalks and paths between the following areas:

- + Ferry terminals
- + Downtown public and cultural areas
- + Bike paths adjacent to the downtown area
- + Hospital
- + Schools
- + Mid-island commercial areas.



 Points of Interest

FY17 Sidewalk Improvements

-  PH1 (FY17) - Widening (11,052 sqft)
-  PH1 (FY17) - Rebuild (19,681 sqft)
-  PH2 (FY18) - Rebuild (27,063 sqft)
-  Future Phase - New Additions
-  Future Phase - Widening
-  Future Phase - Rebuild
-  Crosswalk



Public Information Meeting

Cape Cod Canal Transportation Study

Thursday
December 1,
2016,
7 to 9 PM

MassDOT is holding a Public Information Meeting to discuss the ongoing *Cape Cod Canal Transportation Study*, and to present future no-build traffic conditions, and the progress of the development of alternatives for roadways, transit, bicycles, and pedestrian facilities.

DATE AND TIME. Thursday December 1, 2016, 7 PM to 9 PM.

LOCATION. Admirals Hall, 101 Academy Drive, Massachusetts Maritime Academy Campus, Buzzards Bay, Bourne.

Directional signs will be posted on the campus.

PURPOSE. The purpose of this meeting is to provide the public with information on future no-build traffic conditions and examination of alternative development scenarios for the *Cape Cod Canal Transportation Study*.

PROJECT WEBSITE. <http://www.massdot.state.ma.us/capecodcanalstudy>

ACCESSIBILITY. This meeting is accessible to people with disabilities and those with limited

English proficiency. Accessibility and language services will be provided free of charge, upon request, as available. Services include documents in alternate formats, translated documents, assistive listening devices, and interpreters (including American Sign Language).

FOR MORE INFORMATION, or to request reasonable accommodations and/or language services, please contact Margarita Iglesia, MIglesia@Harriman.com or 617.426.5050, by November 28th, 2016.

IN CASE OF INCLEMENT WEATHER, meeting cancellation announcements will be posted on the internet at <http://www.massdot.state.ma.us/Highway/>

Este aviso descreve a data, hora e local de uma reunião pública nesta área. Se você precisar de presente aviso traduzido, entre em contato Margarita Iglesia em 617.426.5050.

Este aviso describe la fecha, hora y lugar de la reunión pública en esta área. Si necesita este aviso traducido, póngase en contacto con Margarita Iglesia al 617.426.5050.

