

NP&EDC

PACKET

MARCH 16, 2020



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MEETING POSTING

TOWN OF NANTUCKET

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Committee/Board/s | **Nantucket Planning & Economic Development Commission**

Day, Date, and Time | **Monday, March 16, 2020, at 6:00 pm**

Location / Address | **4 Fairgrounds Road, Nantucket, MA**
□ **PSF 1st floor – Community Room**

Signature of Chair or Authorized Person | **Andrew Vorce, Director of Planning**
Eleanor Antonietti, Zoning Administrator

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:**
 - February 20, 2020
- V. **Public Comments:**
- VI. **Action / Discussion Items:**

A. 3C Programming Documents:

1. FFY 2020 UPWP – Proposed Adjustment to Salary Rate and/or Staffing
2. FFY 2020 Unified Planning Work Program (UPWP) Amendment – Close public review period and approval
3. Public Participation Plan – Close public review period and approval
4. 2019 Title VI Report – review of report submitted to MassDOT
5. FFY 2021-2025 Transportation Improvement Program – review of development schedule and draft project list
6. FFY 2021 Unified Planning Work Program – review of development schedule and draft list of tasks
7. Nantucket Transportation Manager – Status Update

B. Approval of Contract and Authorization for Director of Planning to sign Service Agreement with the National Alliance of Preservation Commissions for the “Commission Assistance and Mentoring Program” (CAMP)

VII. Other Committee Reports

VIII. Other Business

IX. Adjournment

NP&EDC MEETING

3/16/2020

AGENDA ITEM IV.

MINUTES for February 20, 2020



COMMISSIONERS: Nat Lowell (Chair), Fritz McClure (Vice Chair), Matt Fee, Jack Gardner, Wendy Hudson, David Iverson, Bert Johnson, Leslie B. Johnson, John Trudel, Maureen Phillips, and Judith Wegner

MINUTES

Thursday, February 20, 2020

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

Purpose: Regular Meeting:

STAFF IN ATTENDANCE: Andrew Vorce, Director of Planning; Leslie W. Snell, Deputy Director of Planning; Mike Burns, Transportation Planner; Eleanor W. Antonietti, Land Use Specialist

ATTENDING MEMBERS: Nat Lowell, Fritz McClure, Matt Fee, Bert Johnson, John Trudel, and Wendy Hudson

REMOTE PARTICIPATION¹: Judith Wegner, Leslie Johnson

ABSENT: Jack Gardner, David Iverson, Maureen Phillips

PUBLIC PRESENT: Paula Leary; Taylor Hilst, Mary Bergman

I. Call to Order:

6:08 p.m.

II. Establishment of Quorum:

LOWELL announced that Judith Wegner and Leslie Johnson are participating remotely, by conference telephone, due to geographic distance.

III. Approval of Agenda:

ROLL CALL of those participating:

1. Wendy Hudson Aye
2. John Trudel Aye
3. Nat Lowell Aye
4. Fritz McClure Aye
5. Bert Johnson Aye
6. Matt Fee Aye
7. Leslie Johnson^{by phone} Aye
8. Judith Wegner^{by phone} Aye

Agenda adopted by **UNANIMOUS** consent.

IV. Approval of Minutes:

- January 23, 2020

¹ PER 940 CMR 29.10

NP&EDC Minutes February 20, 2020

The **MOTION** was made by Matt Fee and seconded that the NP&EDC does hereby vote to approve the NP&EDC minutes for January 23, 2020.

ROLL CALLVOTE:

1. Wendy Hudson Abstain (was not present at January meeting)
2. John Trudel Aye
3. Nat Lowell Aye
4. Fritz McClure Aye
5. Bert Johnson Aye
6. Matt Fee Aye
7. Leslie Johnson *by phone* Aye
8. Judith Wegner *by phone* Aye

The Motion passed by a **MAJORITY** vote 7 in favor and 1 abstention.

V. Public Comments:

Paula Leary thanks Mike Burns for his years of service to the Town.

VI. Action / Discussion Items:

A. 3C Programming Documents:

1. FFY 2020 Unified Planning Work Program (UPWP) – Authorize public review to amend Task 3.1 to include the Conceptual Review of the Milestone Rotary

BURNS (refers to Page 29 of Packet) The Director was authorized by NP&EDC to sign a contract. Request was approved by MassDOT to fund work but NP&EDC will need to amend the UPWP to include the recently initiated task to evaluate the Milestone Rotary conceptual plan, as recommended by the Federal Highway Administration. Evaluation of the conceptual plan is necessary to better understand right of way impacts to the abutting Land Bank properties in preparation for the Town Meeting article to authorize an acquisition of these areas through an Article 97 process. To amend the UPWP, the NP&EDC will need to hold a 21-day public review from February 21st through March 16th. At the March 16th meeting, the NP&EDC will need to close the public review period and take action to approve the amendment.

LOWELL In case members of the public ask, is this going to be a TIP (Transportation Improvement Program), something that the State will pay for, or are we paying for the design? BURNS when you get to formal engineering of intersection, you would participate with DOT on those design but the construction would be through state/federal sources. This is a TIP project. The NP&EDC approves the regional TIP. The State has the Statewide version, or STIP. That includes all their projects on roads that they own. Safe Routes to School is funded through STIP. We would not include that in our local TIP because the State is doing it with their money. This is more of an early stage planning related activity, so we can use some of our \$20,000 budget for this task.

The **MOTION** was made by Bert Johnson and seconded that the NP&EDC does hereby **authorize the advertising of a public review to amend Task 3.1 – Livable / Sustainable / Complete Streets Planning of the FFY 2020 Unified Planning Work Program to add language for land surveying and engineering design services for the conceptual review of the Milestone Rotary from February 21, 2020 to March 16, 2020.**

ROLL CALLVOTE:

1. Wendy Hudson Aye
2. John Trudel Aye
3. Nat Lowell Aye

NP&EDC Minutes February 20, 2020

- 4. Fritz McClure Aye
- 5. Bert Johnson Aye
- 6. Matt Fee Aye
- 7. Leslie Johnson^{by phone} Aye
- 8. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

2. Public Participation Plan – Authorize public review for amending the Amendment and Adjustment procedures per MassDOT.

BURNS (refers to Page 31 of Packet) Explains that MassDOT has provided more description guidance and thresholds for adjusting and amending the 3C program documents – Long-Range Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan. These adjustments are small level threshold. An Amendment is little more significant than an adjustment – adding a project or task to one of these programming documents. Our public participation plan does not get to that level of detail, but it needs to. The Plan will incorporate the definitions for adjustments and amendments. This is a slightly different process. To add this language to the NP&EDC’s PPP, the document will require a 45-day public review beginning February 21st through April 23rd. The NP&EDC can take public comment at the March 16th and April 23rd meetings. At the April 23rd meeting, the NP&EDC will need to close the public review and take action to approve the amendment.

The **MOTION** was made by Matt Fee and seconded that the NP&EDC authorize the advertising of a public review to amend the Public Participation Plan to add updated descriptions to the adjustment and amendment requirements of 3C program documents from February 21, 2020 to April 23, 2020.

ROLL CALL VOTE:

- 1. Wendy Hudson Aye
- 2. John Trudel Aye
- 3. Nat Lowell Aye
- 4. Fritz McClure Aye
- 5. Bert Johnson Aye
- 6. Matt Fee Aye
- 7. Leslie Johnson^{by phone} Aye
- 8. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

FEE asks to address item # 24 on Page 22 of the Packet, Newtown Road. Design proposed involves a path on right side and speed humps. Thinks on street parking and sidewalks are more appropriate. Design as an urban environment. DPW Director has said they do not want speed humps. For the record, he asks for that at the beginning of the process.

BURNS points out this is not on the agenda and we will need to take up under other business.

3.2019 Title VI Report – review of report submitted to MassDOT

BURNS (refers to Page 39 of the Packet) This report has to be submitted annually. The 3C Title VI and Environmental Justice programs require Staff to update mapping and correlate the use of transportation funding for studies and projects in the areas of the island with relatively high proportion of low income, minority, elderly, and disabled or otherwise protected populations.

NP&EDC Minutes February 20, 2020

No action is needed from the NP&EDC. Staff will submit the report to MassDOT, and the report should be used by decision makers to better understand existing and future impacts of transportation investments on protected populations.

LOWELL asks if this is like environmental justice.

BURNS that goes further than Title VI. This is more simple. This is just informational and interesting to track.

LOWELL could the Data Platform help with this?

BURNS explains we get our information from the Census and American Community Survey.

4.FFY 2021-2025 Transportation Improvement Program – review of development schedule and draft project list

BURNS Page 51 of the Packet shows table / draft schedule of funding with a listing of federal aid eligible projects that could be included in the TIP. Nantucket targets fluctuate between \$400,000-500,000 each year. Currently there are no projects programmed in the regional TIP, but a Safe Routes to Schools project is programmed in the STIP for crosswalk/path improvement along Surfside Road between Vesper Lane and Anna Drive. The roundabout project at Surfside Rd. has been initiated. List of other projects that could be eligible for federal funding on Page 52.

MCCLURE when you look at Nantucket budget how does it relate to total program funds.?

BURNS \$200 million is distributed throughout the entire Commonwealth / 13 regions. Our slice is .22% of that, based off of 1990 census, employment, and road miles. We cannot fund too much with \$400,000. The cost of these improvements exceeds the regional target (annual budget for improvements) available to Nantucket. We will need to coordinate with MassDOT to program projects based on availability of statewide funding, dependent on contingencies

VORCE that is why projects that are shovel ready are more attractive. They are easier to fund.

LOWELL so the \$441,821 is not really factual.

BURNS Boston gets \$86 million.

HUDSON what is rationale for using 1990 numbers?

BURNS Boston and Springfield would be greatly impacted if we make those adjustments because of our relative growth. It's not population but ratio of growth of the population. Our target would not increase a lot. Might double but still not enough. If we adjust to make our number bigger, that makes someone else's number smaller.

LOWELL we have not touched the excise tax since it started in 1981. Having everything ready to go gets you to front of the line even if you don't have the money.

BURNS For information only. The NP&EDC will need to prepare a draft TIP for public review by May 2020 and approve a final TIP in June 2020. TIP needs to be developed before June. Draft needs to be out for public advertising in May and finalized and approved in June.

5.FFY 2021 Unified Planning Work Program – review of development schedule and draft list of tasks

BURNS The budget available to Nantucket for transportation planning activities in FFY 2021 is on Page 54 of the Packet. In addition to the costs for staff salary and operating expenses, staff will recommend the use of professional services funding for expenses that align with the Select Board's Strategic Goals. This could include modeling of island wide traffic conditions, mode split analysis, and/or study air traffic to Martha's Vineyard and Cape Cod via the Airport. The NP&EDC will need to prepare a draft UPWP for public review by May 2020 and approve a final UPWP in June 2020. Need to discuss what tasks to include and what to invest in. Next agenda item could potentially be included. Budget is actually going down. This is for information only but wants Commission to be aware for scheduling.

B. Potential Study of Travel Trends to Cape Cod/Martha's Vineyard via Nantucket Memorial Airport – review of NP&EDC coordinated study scope and participates

BURNS Cites Item #6 in his Report on Page 17 of Packet but Page 17 of packet. There have been rumors about travel activity. Staff has met with representatives of the Steamship Authority, Airport, and NRTA regarding a potential evaluation of passenger travel to the Cape and Martha's Vineyard using the Airport and the regional service providers, such as JetBlue and United Airlines. A quantified evaluation of these trends will help justify additional service to the island and could be used to improve services for travel to the mainland, which aligns with the goals of the LRTP. Potential stakeholders in this evaluation include the Chamber of Commerce, NRTA, MassDOT, ferry providers, Airport, and Select Board. Funds for this evaluation could provide through the UPWP, Airport Commission, and other local sources. Doesn't think airport should lead this. Use NPEDC as forum to discuss with various stakeholders. Also aligns with LRTP goals.

FEE are you studying people going through this airport to get elsewhere?

BURNS yes, we are more of a regional airport now. People who want to get to MV will fly here and take boat over there.

LOWELL United and American do not fly to MV. We have 3 interisland trips per day. They are losing money but there is a market for it.

BURNS big potential is extending season for air service to cover holidays or to shoulder season. Better for our economy.

DISCUSSION about travel trends and how to get people to use this as more than a layover and make it an attractive hub. How do we incentivize airlines to serve longer than just peak season?

BURNS use Mobility data, anecdotal data (interview taxi drivers). You balance anecdotal evidence with the hard data to demonstrate that there is a dynamic there. Give that to airlines to justify additional service.

WEGNER Cape Air has such high prices during peak season. Do they run, are they on time, are they dependable? For those who need medical care in Boston, prices are a serious burden.

Leslie JOHNSON they took away those commuter books. Their prices discourage a lot of people. They are punishing their customers because they are servicing so many other regional airports.

FEE They were highly subsidized to start. FAA pays money to rural airlines and airports. They would run empty planes back and forth but after so many years, then it's cut. FAA is trying to grow more airports. When subsidy goes away it changes.

BURNS they asked that NPEDC lead this endeavor because so many stakeholders involved.

C. NRTA Regional Transit Plan – review of goals and scope of plan

BURNS project schedule for what AECOM has proposed Page 76 of Packet. This document is used to evaluate service trends, asset conditions, and recommend potential capital and service improvements. There is an outreach period in April and is supposed to be finished by summer. Planning on being at Daffodil event, teams of surveyors to ask what people think of NRTA. We want to better understand existing service, how it operates, how well it is used. Their goals mirror the LRTP. For information only. Future updates on this process can be provided by the NRTA.

FEE they are going to try and add service and add one bus on airport route.

BURNS the board had wanted higher frequency, but you need to add more buses to the system as we don't have those.

D. CY 2020 Safety Performance Measures – Acceptance of MassDOT CY 2020 Performance Measures

BURNS (Refers to Page 80 of the Packet). This annual federal exercise requires states and regions to set safety performance measures to track trends on crash rates and fatalities. You can accept DOT's performance measures or develop your own but we don't really have any traffic fatalities. Our trend is to accept their measures. Staff recommends that you take action to endorse MassDOT's CY 2020 target.

LOWELL we are approving their technical way of calculating this.

FEE they run them in 5-year bands. We are just accepting the state's number.

The **MOTION** was made by Matt Fee and seconded that the NP&EDC hereby endorses MassDOT's CY 2020 Safety Performance Measures as per staff recommendation.

ROLL CALLVOTE:

1. Wendy Hudson Aye
2. John Trudel Aye
3. Nat Lowell Aye
4. Fritz McClure Aye
5. Bert Johnson Aye
6. Matt Fee Aye
7. Leslie Johnson^{by phone} Aye
8. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

E. 2020 Census Complete Count Committee – Appointment of replacement member

VORCE explains that Tom Dixon is leaving the Census Committee. Taylor Hilst has been Human Services director for about a month. This is a natural step to take his position. Asks Committee to appoint her with her tenure to begin when Tom leaves.

The **MOTION** was made by Bert Johnson and seconded that the NP&EDC hereby appoints Taylor Hilst to take Tom Dixon's seat on the 2020 Census Complete Count Committee when he ceases to serve, as per staff recommendation.

ROLL CALLVOTE:

1. Wendy Hudson Aye
2. John Trudel Aye
3. Nat Lowell Aye
4. Fritz McClure Aye
5. Bert Johnson Aye
6. Matt Fee Aye
7. Leslie Johnson^{by phone} Aye
8. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

F. Annual Town Meeting – review of articles of planning concern.

VORCE Refers to Page 84 of the Packet for review, discussion, additions, changes. SB have not adopted their comments yet and FinCom is wrapping up next week.

FEE Select Board is going to develop our final comments March 3rd or week after.

NP&EDC Minutes February 20, 2020

VORCE FinCom motions are lead motions on non-zoning articles. Planning Board (“PB”) is done with its comments on zoning articles. FinCom supported the PB except for on the pool article. Judith, Fritz and staff were there. Rare that they take an opposing position but would not reconsider.

DISCUSSION about Article 36 and access and One Big Beach (“OBB”).

VORCE we are not voting concepts. We are voting to do something. Some things can be accomplished without an article passing. The OBB that we have been putting in place go from mean low water mark to base of coastal dune, which is how it is defined, and those move over time. We are going to run out of those opportunities, because those have been negotiated as part of paper streets.

FEE original idea of OBB is that we would publicize it and people would do it for tax credits and do it willingly. That part has not really caught on but doesn’t mean that it is not valuable. The Madaket situation resulted from having no beach advisory committee. The homeowner was complaining for years and nothing was done. It did not get moved up the chain and his only recourse was the police. Going forward – how do we ensure this doesn’t happen? His biggest problem was the dogs

Leslie JOHNSON Dogs have historically not been allowed on the beaches in the summer unless on leashes. The real problem is the nuisance of uncontrolled dogs and no enforcement.

**DRAFT COMMENTS AS DISCUSSED AT THE 01/23/20 NP&EDC MEETING
ON PAGE 84 of PACKET**

▪ **Article 36 (Legal Opinion for Beach Access)**

NP&EDC COMMENT: Public access to the shores and waters surrounding Nantucket have long been supported by the NP&EDC and voters, therefore if there are additional opportunities for public access they should be explored.

FINANCE COMMITTEE: Not to adopt.

▪ **Article 63 (Affordable Housing Requirements)**

NP&EDC COMMENT: The availability of affordable housing is a planning concern, however, the approach suggested in this article is illegal and impractical.

FINANCE COMMITTEE: Not to adopt.

▪ **Article 64 (Public Property Damage)**

NP&EDC COMMENT: Damage to public property is of planning concern, however additional consideration is needed to determine the best approach to protect public property. The Building Commissioner has very limited authority related to requirements that must be met prior to the issuance of a certificate of occupancy, and, there are many instances where damage to public property is unrelated to construction activity.

FINANCE COMMITTEE: Take no action. Comment is consistent with NP&EDC and they note that the to-be-hired Construction Supervisor at the DPW may be of assistance with tracking and enforcing compliance with existing or new regulations addressing this matter.

▪ **Article 78 (Outdoor Lighting)**

NP&EDC COMMENT: Outdoor lighting is a planning concern, however, we recommend that this article not be adopted. A Lighting Enforcement Officer, appointed by the Town Manager and supervised through PLUS, is authorized to conduct inspections as necessary to enforce the outdoor lighting bylaw. Further, issues related to pay and scheduling are subject to collective bargaining agreements that are not within the purview of Town Meeting.

FINANCE COMMITTEE: Not to adopt.

NP&EDC Minutes February 20, 2020

The **MOTION** was made by Matt Fee and seconded that the NP&EDC hereby adopt the comments prepared by Staff for Articles 36, 63, 64, and 78.

ROLL CALL VOTE:

1. Wendy Hudson Aye
2. John Trudel Aye
3. Nat Lowell Aye
4. Fritz McClure Aye
5. Bert Johnson Aye
6. Matt Fee Aye
7. Leslie Johnson^{by phone} Aye
8. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

LESLIE JOHNSON NO LONGER PARTICIPATING BY PHONE

▪ **Article 38 (Re-establish Parks and Recreation Department)**

NP&EDC COMMENT: The adequacy of public parks and recreational facilities is a planning concern, however, we do not take a position on whether or not the Parks and Recreation Department should be re-established. We agree with the proponent that some type of action that leads to more resources being dedicated to our parks and recreational areas is needed. Keeping play structures, benches, multi-use paths, and/or other amenities in a safe and attractive condition should be a priority. These amenities are important to the physical health of our seasonal and year-round community.

FINANCE COMMITTEE: Not to adopt.

FEE wants to talk about Parks & Rec. Article 38 and Mary Bergman is here to discuss Article 62. Thinks the proposed Article 38 comment needs refining. There has to be a responsible party. If we are making a recommendation, if we have a complaint who do we call. If we are not going to reconstitute it, we need to know who is answerable.

VORCE suggests avoiding a too broad action by recommending more dedication of financial and staff resources. Concerned that this Commission might step outside of its bounds. Has spoken to Rob McNeil as a colleague. He is putting time and effort through Master Plan. Do we need more support of a type of position, structure, clarity?

FEE need someone to be accountable

LOWELL we have a DPW Director who can figure out with help from others. Part of that department needs to focus on the things that people see.

TRUDEL accountability and budget are the issues. If we had the money to spend, we could reconstitute that department with a commission made up of the Chairs of the Boards of programs which use the facilities (Little League, Soccer, Lacrosse). The organizations that are using the facilities that we are talking about maintaining should have a vested interest.

FEE They are the ones who are contacting us. We need a liaison.

MCCLURE If we are concerned about the language, he proposes amending as follows:

The adequacy of public parks and recreational facilities is a planning concern, however, we do not take a position on whether or not the Parks and Recreation Department should be re-established. We agree with the proponent that ~~some type of action that leads to more financial and administrative resources should be~~ *being* dedicated to our parks and recreational areas ~~is needed~~. Keeping play structures, benches, multi-use paths, and/or other amenities in a safe and

attractive condition should be a priority. These amenities are important to the physical health of our seasonal and year-round community.

The **MOTION** was made by Fritz McClure and seconded that the NP&EDC hereby adopt the revised comments for Article 38.

ROLL CALLVOTE:

- 1. Wendy Hudson Aye
- 2. John Trudel Aye
- 3. Nat Lowell Aye
- 4. Fritz McClure Aye
- 5. Bert Johnson Aye
- 6. Matt Fee Aye
- 7. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

▪ **Article 62 (Preservation of Historically Significant Buildings)**

NP&EDC COMMENT: Historic preservation is a planning concern, however we recommend that this article not be adopted. The proposal is at variance with HDC regulations and other administrative procedures. It contains a variety of concepts, some of which are already addressed in (1) the HDC enabling legislation, (2) Chapter 124 of the Town Code (Signs; Satellite Dishes; Rooflines), and (3) Chapter 139 of the Town Code (Zoning). In addition, the article as written would require a Home Rule Petition to implement. Significantly more consideration about what the proponent is attempting to accomplish as well as the most appropriate way to achieve it should occur prior to any action on either this or a future article.

FINANCE COMMITTEE: Hearing still open.

FEE recalls discussion at last meeting.

VORCE needed to talk to staff of various departments that would be effected by this.

Mary BERGMAN states about 26 contributing structures approved for demolition in last 3 years. We have had several productive conversations with HDC in last 2 weeks. They recognize their own limitations in determining what a contributing structure is. Acknowledges that in order for it to be successful, it needs to be amended. Encourages NP&EDC to put a fine point on it and say that HDC has the ability to deny demolitions. They are not using the powers within their jurisdiction.

VORCE we are only community in Massachusetts since original act in 1955 that makes all structures subject to HDC approval. They are empowered to deny demolition outright. They have that ability. We are not voting a concept. We are voting an article. Has concerns specifically about the procedure. We do not want to take anything from Certificate of Appropriateness or weaken the HDC in any way. Concerned there is not a clear way to salvage this article because we have scope issues.

LOWELL asks if we can we amend our comment the way Mary.

VORCE yes

BERGMAN this coming back in a different form will depend on progress she makes with HDC and NHC (Nantucket Historical Commission) in next few months. A good outcome would be a process that can be codified under HDC jurisdiction without a by-law change. Things have changed a lot in last few months. They are willing to accept help.

VORCE we have been talking about a tune up of HDC enabling legislation. Wants to do in a comprehensive way. We need buy in from HDC. Doesn't want to do a one-off Home Rule petition. The Preservation Planner assistance is valued.

NP&EDC Minutes February 20, 2020

BERGMAN agrees that the HDC values her opinion. We talked about having a separate application for DEMO which does not currently exist.

FEE Need to have these conversations. Would like to find a way to refine this comment.

VORCE will be at NHC meeting on Monday. Could work together to come up with a comment that satisfies. We will send out another draft after.

VORCE our comment could be adopted by SB or FinCom, because they are still open. Will send out a DRAFT comment with a deadline for Commissioners to respond.

DISCUSSION of suggested ways to edit the comment.

The **MOTION** was made by Matt Fee and seconded that the NP&EDC hereby approve the revised comments for Article 62 per the following criteria:

1. With the addition of language clarifying the HDC’s existing authority regarding demolitions;
2. Staff will work with article’s proponent to develop language based upon the discussion and general agreement of NP&EDC members;
3. Draft to be circulated to NP&EDC members for them to review and submit any revisions with a definitive response due date.

ROLL CALL VOTE:

1. Wendy Hudson Aye
2. John Trudel Aye
3. Nat Lowell Aye
4. Fritz McClure Aye
5. Bert Johnson Aye
6. Matt Fee Aye
7. Judith Wegner^{by phone} Aye

The vote was **UNANIMOUS**.

G. Director of Planning – performance review (continued to March 16, 2020)

VII. Other Committee Reports

MCCLURE He sits on Coastal Resources Advisory Committee. They will be sending out an RFP for the consultant to help write the report to be finalized in about 18 months. It is likely that the report will be suggesting action items. There is a concern – somebody should be in charge of overall planning or implementation of this report. This committee might have the authority to do this. Once the Advisory Committee is done with the report, we will be recommending assigning someone to implement.

FEE we have a Coastal Resiliency Director. There will be a lot of things that will come here, to PB, to Capital Committee.

WEGNER asks that we look at this when we do the Master Plan – the 9 elements.

VORCE in all of 9 elements there will be overlap. It will touch all of those elements in some degree or another.

FEE It may have its own section. When you do an RFP what you have to ask the question right and be specific. As a community we have to be thinking about resiliency all the time.

VORCE on implementation, there is the Coastal Resiliency Coordinator position which is housed in Natural Resources Dept. If it is going to move out of there, there has to be professional level staff support. Our Senior Planner position has not been filled. Need to discuss with Town Manager.

NP&EDC Minutes February 20, 2020

LOWELL He is on the School Campus Committee. Asked Diane to get Ken involved. SSA member for long time did not re-up. Have a new appointment.

HUDSON Rural Policy Advisory Committee UPDATE – we released the plan. A recommendation was to make sure someone is in charge to implement and we said it should be staff at state level. Legislation did not move out of committee and it did not die. Rural Caucus Mtg. on 2/26 11am in State House. She is also on Retailers Assn. of Mass. (“RAM”) and has been put on Governors’ Merged Marketplace Subcommittee.

VIII. Other Business

FEE #24 on Page 22 of the Packet regarding Newtown Road. Talks about multiuse path traffic calming. Thinks we should develop this area as part of an urban zone. Good time to think about that as this is the design phase. Don’t want to be building raceways with a lot of trees and no parking so that we then have to install speed bumps. Density is going to keep increasing and we should be planning accordingly. Town areas should be urban. Streets should connect. There should be a lot of traffic calming through the whole area.

The Commission recognizes and honors service by Mike Burns who is leaving his position to take on a new job in Houston, Texas.

IX. Adjournment

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

The vote was **UNANIMOUS**

Submitted by:
Eleanor W. Antonietti

NPEDC MEETING

3/16/2020

AGENDA ITEMS VI.A (2) & (3)

Nantucket Metropolitan Planning Organization

Endorsement of Amendment #01 to the

FFY 2020 Nantucket Unified Planning Work Program

In accordance with 23 CFR Part 420 and 23 CFR Part 450 Section 308 (Unified Planning Work Program) the Committee of Signatories representing the Nantucket Metropolitan Planning Organization hereby endorses an amendment to add language to Task 3.1 – Livable / Sustainable / Complete Streets Planning for land surveying and engineering design services for the conceptual review of the Milestone Rotary, as follows:

3.1 Livable / Sustainable / Complete Streets Planning

Objective:

- 1) Assist with the development of planning documents that recommend tangible transportation improvements that represent the goals of the Town's Complete Streets Policy, Strategic Plan, and the LRTP. These goals include projects and programs that promote walking, bicycling, and public transit, support economic development through use of smart growth principles, and ensuring consideration to accommodate of all users and modes for all ages and abilities.

Previous Work:

- 1) Coordination with the Traffic Safety Work Group to recommend improvements within the public way to improve the convenience, safety, accessibility, and reduce congestions for all users.
- 2) *Old South Road Corridor Study, 2017*
- 3) *Complete Streets Policy, 2016*
- 4) *Nantucket Regional Transportation Plan, 2016*
- 5) Planning work to implement NRTA park and ride at 2 Fairgrounds Road, FFY 2014 UPWP
- 6) *Wilkes Square Redevelopment Study, 2010*

Tasks (and schedule):

- 1) Initiate development of a multi-modal transportation model to track existing and future performance of the network based on recommendations of the Long-Range Transportation Plan and other suggested traffic mitigation proposed as part of Planning Board and Zoning Board of Appeals development review (develop scope for a Request for Proposals in fall 2019).
- 2) Continue further study related to recommendations of the Old South Road Area Plan Study Area (as requested by the NP&EDC).
- 3) Continue with any study and review related to the Intermodal Transportation Center and other transportation elements of the Harbor Place development (as requested by the NP&EDC).
- 4) Assist with development and review of recommendations as Chair of the Traffic Safety Work Group.

5) (ADD) Land surveying and engineering design services for the conceptual review of the Milestone Rotary at Milestone Road, Orange Street, Sparks Avenue, and Old South Road (by June 30, 2020).

Products:

- 1) Recommendations developed through participation with the Traffic Safety.
- 2) Strategy for improving congestion, safety, and accessibility along Old South Road.
- 3) Recommendations related to a downtown Transportation Center within the Harbor Place development.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA:	\$42,575.80	7
20% MassDOT:	\$10,643.95	13%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		\$17,298.08
Overhead: (Overhead rate: 92.043% of Direct Salaries)		\$15,921.67
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$20,000	\$20,000.00
Total Expenditure for Task:		\$53,219.75

Signatory Certification:

 Stephanie Pollack, Secretary of Transportation
 Massachusetts Department of Transportation
 _____ Date

 Jonathan Gulliver, Administrator Highway Division -
 Massachusetts Department of Transportation
 _____ Date

 Nathaniel Lowell, Chairman
 Nantucket Planning and Economic Development Commission
 _____ Date



PUBLIC PARTICIPATION PLAN

FOR TRANSPORTATION PLANNING ACTIVITIES

PUBLIC REVIEW OF AMENDMENT – FEBRUARY 21, 2020 TO
MARCH 16, 2020
UPDATED BY THE NP&EDC ON MARCH 20, 2017

DRAFT

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION
2 FAIRGROUNDS ROAD
NANTUCKET, MA 02554
(508) 325-7587
WWW.NANTUCKET-MA.GOV



ENDORSEMENT

**PUBLIC PARTICIPATION PLAN
FOR
TRANSPORTATION PLANNING ACTIVITIES**

Signatory Certification:

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date

Notice of Nondiscrimination Rights and Protections to Beneficiaries

Federal “Title VI/Nondiscrimination” Protections

The Nantucket Planning and Economic Development Commission (NP&EDC) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of **race, color, or national origin** (including **limited English proficiency**), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of **age, sex, and disability**. These protected categories are contemplated within the NP&EDC’s Title VI Programs consistent with federal interpretation and administration. Additionally, the NP&EDC provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

State Nondiscrimination Protections

The NP&EDC also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 §§ 92a, 98, 98a, prohibiting making any distinction, discrimination, or restriction in admission to or treatment in a place of public accommodation based on **race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry**. Likewise, the NP&EDC complies with the Governor’s Executive Order 526, section 4 requiring all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on **race, color, age, gender, ethnicity, sexual orientation, gender identity or expression,**

religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or **background**.

Additional Information

To request additional information regarding Title VI and related federal and state nondiscrimination obligations, please contact:

Andrew Vorce, Director of
Planning
Nantucket Planning and
Economic Development
Commission
2 Fairgrounds Road
Nantucket, MA 02554
508-325-7587
avorce@nantucket-ma.gov

Title VI Specialist
MassDOT, Office of Diversity and Civil
Rights (ODCR)
10 Park Plaza
Boston, MA 02116
857-368-8580
TTY: 857-368-0603
MASSDOT.CivilRights@state.ma.us

Complaint Filing

To file a complaint alleging a violation of Title VI or related federal nondiscrimination law, contact the Title VI Specialist (above) within 180 days of the alleged discriminatory conduct.

To file a complaint alleging a violation of the state's Public Accommodation Law, contact the Massachusetts Commission Against Discrimination within 300 days of the alleged discriminatory conduct at:

Massachusetts Commission Against Discrimination (MCAD)
One Ashburton Place, 6th Floor
Boston, MA 02109
617-994-6000
TTY: 617-994-6196

Translation

English: If this information is needed in another language, please contact the MassDOT Title VI Specialist at 857-368-8580.

Portuguese: Caso esta informação seja necessária em outro idioma, favor contar o Especialista em Título VI do MassDOT pelo telefone 857-368-8580.

Spanish: Si necesita esta información en otro idioma, por favor contacte al especialista de MassDOT del Título VI al 857-368-8580.

Chinese Simplified: (mainland & Singapore):

如果需要使用其它语言了解信息，请联系马萨诸塞州交通部（MassDOT）《民权法案》第六章专员，电话857-368-8580。

Chinese Traditional: (Hong Kong & Taiwan):

如果需要使用其它語言了解信息，請聯繫馬薩諸塞州交通部（MassDOT）《民權法案》第六章專員，電話857-368-8580。

Russian: Если Вам необходима данная информация на любом другом языке, пожалуйста, свяжитесь со специалистом по Титулу VI Департамента Транспорта штата Массачусетс (MassDOT) по тел: 857-368-8580.

Haitian Creole: Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis MassDOT Title VI la nan nimewo 857-368-8580.

Vietnamese: Nếu quý vị cần thông tin này bằng tiếng khác, vui lòng liên hệ Chuyên viên Luật VI của MassDOT theo số điện thoại 857-368-8580.

French: Si vous avez besoin d'obtenir une copie de la présente dans une autre langue, veuillez contacter le spécialiste du Titre VI de MassDOT en composant le 857-368-8580.

Italian: Se ha bisogno di ricevere queste informazioni in un'altra lingua si prega di contattare lo Specialista MassDOT del Titolo VI al numero 857-368-8580.

Khmer: ប្រសិនបើលោកអ្នកត្រូវការរបកប្រែព័ត៌មាននេះ សូមទាក់ទងអ្នកឯកទេសលើជំពូកទី6 របស់ MassDot តាមរយៈលេខទូរស័ព្ទ

857-368-8580

إن كنت بحاجة إلى هذه المعلومات بلغة أخرى، يُرجى الاتصال بأخصائي الفقرة السادسة على الهاتف **Arabic: 857-368-8580**

PUBLIC PARTICIPATION PLAN FOR TRANSPORTATION PLANNING ACTIVITIES

1. Introduction

1.1 Purpose

This document outlines a strategy for collecting thoughts and questions of the public during the preparation of transportation planning documents for the Nantucket Planning and Economic Development Commission (NP&EDC). The awareness and involvement of persons interested in governmental processes are critical to successful regional transportation planning and programming. When the public is engaged in the process, its feedback helps assure projects address community needs. Likewise, the public gains a better understanding of the tradeoffs and constraints associated with transportation planning. This Public Participation Plan (PPP) serves as a guide for the NP&EDC's public involvement process as well as the continuing, comprehensive, and coordinated (3C) planning process among stakeholders to ensure the ongoing opportunity for broad based participation in the development and review of regional plans and programs.

1.2 Community Profile

Nantucket is located 25 miles off the south shore of Cape Cod in Nantucket Sound. The main island of Nantucket is approximately 45.9 square miles, and is 14 miles long and varies in width from 3 to 6 miles. Two other barrier islands, Tuckernuck and Muskeget, lie to the west of Nantucket.

Much of Nantucket's economy is income generated from tourists and other visitors, retirees, and second-home owners. Therefore, the community depends greatly upon the survival of these natural and historic resources, as well as the marine resources, to maintain the island as a premier destination. Nantucket's appeal as a year round residence is evident in the island's increasing population figures, which doubled between the 1980 and 2010 US Census from 5,087 to 10,172. And although dwellings are located throughout the island, a majority the year round population is concentrated in the central portion of the island, or "mid-island", which accounts for 55% of the year round population on 9% of the island.

The NP&EDC is committed to ensuring that no person is excluded from participation in, or denied benefits of its services on the basis of race, religion, color, age, ancestry, national origin, gender, disability, or sexual orientation as protected by Title VI of the Civil Rights Act of 1964. As part of the latest update of the NP&EDC's Regional Transportation Plan (RTP), planning staff included mapping of Title VI and Environmental Justice populations using the latest data available from the American Community Survey (ACS) for 2009-2013. Neighborhoods with high minority, limited English proficiency, low-income, and foreign-born populations have been identified with

data from the American Community Survey (ACS) for 2009-2013. Other populations have also been identified to ensure protection and prohibit discrimination or disproportionate adverse impacts based on gender, disability status, and age. The areas with higher concentrations of lower income, minority, limited English proficiency, and/or disabled populations are primarily in the mid-island and Airport area neighborhoods. These areas are also within the Town Overlay District where not only density and future growth are focused, but also transportation services and facilities, such as public transportation and multi-use paths, are available or future investments in this infrastructure is targeted.

As reflective of the seasonal tourist economy, most jobs are in the retail and service sectors. A large portion of the employment is also in construction and manufacturing, which is indicative of the growth the island experienced in the last 30 years. Transportation plays a critical role in the local economy. It is important that the island maintain the natural and historic qualities while providing a safe and efficient means for visitors and residents to travel to and around the island. Traffic gridlock threatens Nantucket's aesthetics and character, as do contemporary solutions to traffic problems.

Outreach to all user groups, including protected and workforce populations, is primarily accomplished through the notification to and participation of identified transportation stakeholders, who are listed in Section 2.2.5. This includes sending email notifications of scheduled meetings or events to the identified contacts that provide or oversee public services or represent public committees and agencies charged with either providing transportation services or advocating for Title VI protected populations, such as the elderly and disabled, or economically disadvantaged populations.

1.3 NP&EDC Authority

The NP&EDC serves as one of the Commonwealth of Massachusetts' thirteen Regional Planning Agencies. Ten of these agencies are federally designated Metropolitan Planning Organizations (MPO). Federal regulations require that an MPO be formed in urbanized areas with a population of 50,000 or more. While the Nantucket region (as well as the Martha's Vineyard region) do not meet these criteria, the Massachusetts Department of Transportation (MassDOT) provides funds for transportation planning in these regions, essentially treating them as MPOs.

The Nantucket MPO is a ~~decision-making~~decision-making body consisting of MassDOT, and the NP&EDC. For the purpose of this document, the Committee of Signatories will be referred to as the Nantucket MPO. In this role the NP&EDC follows federal transportation planning regulations, including the participation of citizen advisory groups in transportation planning ~~activities-~~activities.

The NP&EDC is charged with planning for the “orderly and coordinated development and protection of the physical, social and economic resources for the Island of Nantucket” (Mass. General Law, Chapter 561 of the Acts of 1973, “An Act Establishing

the Nantucket Planning & Economic Development Commission”). The NP&EDC consists of twelve members:

- 5 elected members of the Nantucket Planning Board,
- 1 member appointed by the Conservation Commission,
- 1 member appointed by the County Commissioners,
- 1 member appointed by the Housing Authority,
- 1 Director of the Department of Public Works as an ex-officio member, and
- 3 at-large members appointed by the NP&EDC.

1.4 Legislative Mandate

The Federal Aid Highway Act of 1962 passed by Congress made transportation planning a condition for receipt of federal highway funds. This legislation encouraged “a *Continuing, Comprehensive* transportation planning process carried on *Cooperatively* by the states and local communities”, known as the “3-C” planning process. An array of subsequent and current highway bills further increased the need for the transportation planning process. These bills were/are:

- Federal Highway Act of 1970
- FHWA/Urban Mass Transportation Administration Joint Regulations (UMTA) (1975)
- Federal Aid Highway Act of 1982
- Revised FHWA/UMTA Joint Regulations (1983)
- Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA)
- Transportation Equity Act of the 21st Century (TEA-21) 1998
- Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) 2005
 - As part of the Federal SAFETEA-LU transportation bill all MPOs must develop a **Public Participation Plan** in consultation with affected agencies and groups that the plan is intended to reach.
- Moving Ahead for Progress in the 21st Century Act (MAP-21) 2012
 - MAP-21 requires the Metropolitan Planning Organizations (MPOs) to provide for consideration of projects and strategies that will serve to implement six (6) transportation planning factors as follows:
 - *Strengthens America’s Highways*
 - *Establishes a Performance-Based Program*
 - *Creates Jobs and Supports Economic Growth*
 - *Supports the Department of Transportation’s (DOT) Aggressive Safety Goals*
 - *Streamlines Federal Highway Transportation Programs*
- Accelerates Project Delivery and Promotes Innovation Fixing America’s Surface Transportation Act (FAST) – 2015
 - This bill establishes a new National Highway Freight Program

- MPOs must provide for the development and integrated management of “intermodal facilities that support intercity transportation, including intercity buses and intercity bus facilities, and commuter van providers.”
- Public Transit representatives shall have same authority as other MPO committee members
- MPOs are encouraged to consult with State agencies that plan for tourism and natural disaster reduction
- New planning factors: system resiliency and reduce/mitigate stormwater impact on surface transportation and
- MPO Plans shall identify public transportation facilities and intercity bus facilities

1.5 Update of the Public Participation Plan

The update of this plan began with a review of the previous plan approved in June 2007. The review identified areas that needed to conform to changes in federal and state regulations, and also identified new ways the public could be engaged to maximize participation. This step was conducted simultaneously with a review of plans prepared by other RPAs around the country to identify progressive strategies to engage the public.

As part of the update of this PPP, staff contacted stakeholders to: 1) provide the agencies and committees with an overview of the plan, 2) request participation in a review of the plan, and 3) solicit comments to improve the engagement strategies and to identify other agencies or committees that should be considered key stakeholders in the process.

Written comments and a description of changes made to this plan as a result of the public review period are included in this plan in section 3.

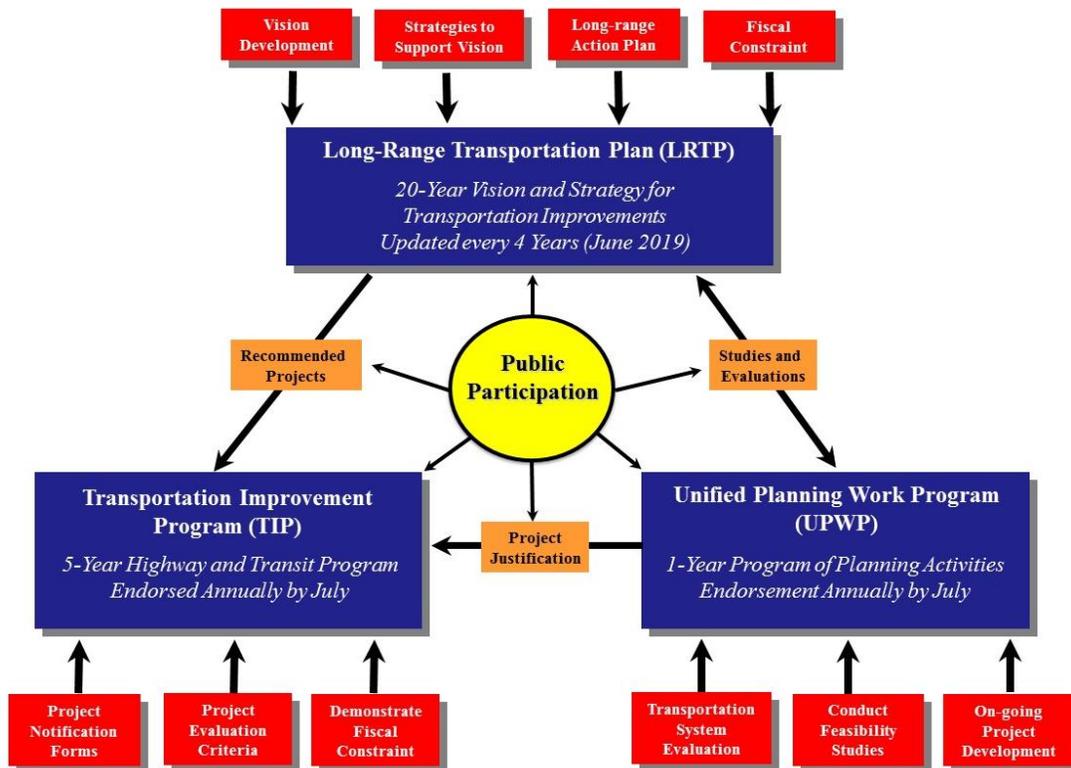
2. Public Participation Plan

This Public Participation Plan (PPP) provides the opportunity for interested parties to comment on the transportation planning that the NP&EDC does for the region. This includes:

- Making Regional Transportation Plans (RTP), Transportation Improvement Programs (TIP), Unified Planning Work Programs (UPWP), and other transportation studies available for public review 30 days in advance of NP&EDC meetings where documents will be endorsed.
- Scheduling opportunities for the public to comment at convenient and accessible places and times.
- Using visualization techniques in transportation documents and planning activities. These techniques may vary, but can include maps, charts, transportation models, and animation.
- Providing the RTP, TIP, UPWP, and other transportation studies in electronic and accessible format on the Town’s website.

2.1 Resource Documents

This section describes the documents that are routinely updated and will be required to adhere to the PPP. The chart below depicts the relationship between these documents.



2.1.1 Regional Transportation Plan (RTP)

The RTP is required under federal SAFETEA-LU law, and is a comprehensive report, updated every four years, that identifies existing conditions, as well as problems and deficiencies, of the Island's transportation infrastructure. The infrastructure includes roadways, public transportation, bike and pedestrian facilities, parking facilities, ferry facilities, and airport facilities. The RTP also articulates the goals and objectives for future projects and programs to improve the system and provides a 25-year fiscally constrained schedule for implementing the recommended improvements.

The draft RTP shall be developed in consultation with state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation, as well as with representatives of public transportation, freight transportation, bicycle and pedestrian facilities, and disabled populations. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, and the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

2.1.2 Transportation Improvement Program (TIP)

This is the short-range transportation programming document that includes a prioritized listing of improvement projects (both roadway and transit projects) identified in the RTP that would utilize federal funding for implementation. The TIP must be financially constrained and endorsed annually by the NP&EDC.

The draft TIP shall be developed in consultation with the Town of Nantucket, Nantucket Regional Transit Authority, and MassDOT. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, and the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

2.1.3 Unified Planning Work Program (UPWP)

The UPWP is a document that describes all of the transportation planning activities expected to be undertaken in the Nantucket region during the year. The UPWP is endorsed annually by the NP&EDC and is one of the federal requirements for a certified transportation planning process that is a prerequisite for the receipt of federal funding for transportation improvements for roads or transit in the region.

The draft UPWP is prepared with input from the Town of Nantucket and MassDOT. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen’s office, the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

2.1.4 ~~Amendments and Adjustments to the RTP, TIP, and UPWP~~ Amendments, Adjustments, and Administrative Modifications

Following the endorsement of the RTP, TIP, or UPWP, there may arise an issue that will require that these documents be changed. ~~Amendments are changes, such as the addition or deletion of a project, program, or task from the RTP, TIP, or UPWP, that are considered significant and require notification of a comment period and a public meeting prior to NP&EDC vote. Adjustments are changes, such as new funding amounts or new descriptive narratives, which are considered minor and do not add or delete a project, program, or task from the RTP, TIP, or UPWP. Adjustments do require a public meeting prior to approval, but do not require notification of a public comment period. The following are definitions and criteria for determinizing which procedure to follow to make the necessary changes.~~

Definitions of STIP Revision Procedures

Amendment: A revision to a 3C document that requires public review and demonstration of financial constraint. The public process for an amendment requires a publicly advertised 21-day public comment period and for the NP&EDC to address any public commentary prior to sending to MassDOT, the Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) for review and approval.

Adjustment: A revision to a 3C document that does not require a public process but does require NP&EDC action to accept the revision and demonstrate financial constraint to MassDOT for FHWA/FTA approval.

Administrative Modification: A revision to a 3C document that is minor enough in nature to require neither a public process nor MassDOT/FHWA/FTA approval but does involve a notification to federal partners.

Highway Project Revision Definitions and Procedures

<u>Type of Revision</u>	<u>Definition</u>	<u>Procedure</u>	<u>Notes</u>
<u>Major Project Cost Change</u>	<u>Increase or decrease of \$500,000 or greater for projects programmed under \$5,000,000 and greater than 10% of the</u>	<u>Amendment</u>	<u>The “increase” or “decrease” in cost is relative to the Total Federal Participating Cost (TFPC) of a</u>

	<u>total cost for projects programmed over \$5,000,000.</u>		<u>project.</u>
<u>Minor Project Cost Change</u>	<u>increase or decrease of \$499,999 or less for projects programmed under \$5,000,000 and less than 10% of the total cost for projects programmed over \$5,000,000.</u>	<u>Adjustment</u>	<u>See above.</u>
<u>Project Description Change</u>	<u>Change in the description of the project as it is listed in the STIP.</u>	<u>Adjustment or Administrative Modification</u>	<u>Project description changes are treated as administrative modifications for minor changes (e.g. spelling errors, more detailed descriptions, adding mile-markers, etc.).</u>
<u>Major Project Scope Change</u>	<u>A revision to the project scope large enough to necessitate an additional review by MassDOT’s Project Review Committee (PRC) – typically accompanied by major project cost change.</u>	<u>Amendment</u>	<u>In some cases, a major scope change will require the initiation of a new project through MassDOT’s Project Initiation Form (PIF), and review/approval by PRC. This would require deactivation and removal of the currently programmed project.</u>
<u>Minor Project Scope Change</u>	<u>A minor revision to the project scope that does not significantly alter the original PRC-approved scope of work.</u>	<u>Adjustment</u>	<u>In many cases, changes in this category will also include a minor cost change.</u>
<u>Project Addition</u>	<u>The programming of a new project in any federal fiscal year of the active TIP.</u>	<u>Amendment or Adjustment</u>	<u>Project additions are treated as amendments if the project was not part of any previously approved STIP that has been vetted through the public process.</u>
<u>Project Removal</u>	<u>The removal of a project in any federal fiscal year of the active TIP.</u>	<u>Amendment</u>	<u>Exception: if a project is removed from an active TIP or the STIP due to it being previously advanced/advertised, or is moved to the statewide list from a regional TIP, the action would be considered an</u>

			<u>adjustment.</u>
<u>Change in Funding Source</u>	<u>A change in the project’s funding source, including federal and non-federal sources which fall within the project cost change revisions listed above.</u>	<u>Adjustment</u>	<u>Changes in funding sources for projects are permissible for advertisement purposes if the FHWA Division Office has been consulted.</u>
<u>Change in Additional Information</u>	<u>A change in any item listed in the “Additional Information” column of the STIP not covered in any other item listed here (e.g. earmark details, project proponent, etc.)</u>	<u>Administrative Modification</u>	<u>N/A</u>
<u>Change in Year of Programming</u>	<u>Moving a currently programmed project earlier or later than an originally programmed year.</u>	<u>Amendment</u>	<u>Changes to a project delivery schedule (advancement or delay) requires an amendment for the change in programmed FFY.</u>

Transit Project Revision Definitions and Procedures

<u>Type of Revision</u>	<u>Definition</u>	<u>Procedure</u>	<u>Notes</u>
<u>Major Project Cost Change</u>	<u>Increase or decrease of \$500,000 or greater for projects under \$5,000,000 and greater than 10% of the total cost for projects exceeding \$5,000,000.</u>	<u>Amendment</u>	<u>The “increase” or “decrease” in cost is relative to the combined federal and non- federal aid participating cost of the project.</u>
<u>Minor Project Cost Change</u>	<u>Increase or decrease of \$499,999 or less for projects under \$5,000,000 and less than 10% of the total cost for projects exceeding \$5,000,000.</u>	<u>Adjustment</u>	<u>See above.</u>
<u>Project Description Change</u>	<u>Change in the description of the project as it is listed in the STIP.</u>	<u>Adjustment or Administrative Modification</u>	<u>Project description changes are treated as administrative modifications for minor changes (e.g. spelling errors, more detailed descriptions, etc.).</u>
<u>Major Project Scope Change</u>	<u>A revision to the project scope deemed large enough to require public review and comment (e.g. changing the number of stations)</u>	<u>Amendment</u>	<u>In many cases, changes in this category will also include a major cost change.</u>

<u>Minor Project Scope Change</u>	<u>A minor revision to the project scope that does not significantly alter the original scope of work (e.g. changes to the bus model for vehicle replacement projects).</u>	<u>Adjustment</u>	<u>In many cases, changes in this category will also include a minor cost change.</u>
<u>Project Addition</u>	<u>The programming of a new project in any federal fiscal year of the current TIP.</u>	<u>Amendment or Adjustment</u>	<u>Project additions are treated as amendments if the project was not part of any previously approved STIP that has been vetted through the public process.</u>
<u>Project Removal</u>	<u>The removal of a project in any federal fiscal year of the current TIP.</u>	<u>Amendment</u>	<u>Exception: if a project is removed from a TIP or the STIP due to it being previously advanced/advertised or is moved to the statewide list from a regional TIP, the action would be considered an adjustment.</u>
<u>Change in Funding Source</u>	<u>Change in the funding source, including federal and non-federal sources that fall within project cost change revisions listed in the first two rows.</u>	<u>Adjustment</u>	<u>Changes in funding sources for projects are permissible for obligation purposes with written notice from the FTA region office.</u>
<u>Change in Year of Programming</u>	<u>Moving a currently programmed project earlier or later than the originally programmed year.</u>	<u>Amendment or Adjustment</u>	<u>Note: Federal funds shall be programmed in the federal fiscal year in which the award will occur.</u> <u>Changes in year of programming are only treated as adjustments if they involve advancing federal funds to align with the year of the grant award.</u>

Exceptions

Although MassDOT typically holds a 21-day public comment period for amendments, in the event of extenuating circumstances beyond the agency’s control, the comment period may be shortened or waived in consultation with FHWA Division Office and/or the FTA Regional Office. Additionally, MassDOT may make exceptions to the procedures outlined above and treat amendments as adjustments and/or adjustments as administrative

modifications, but these exceptions will also require coordination with and concurrence by MassDOT's federal partners and the affected MPO.

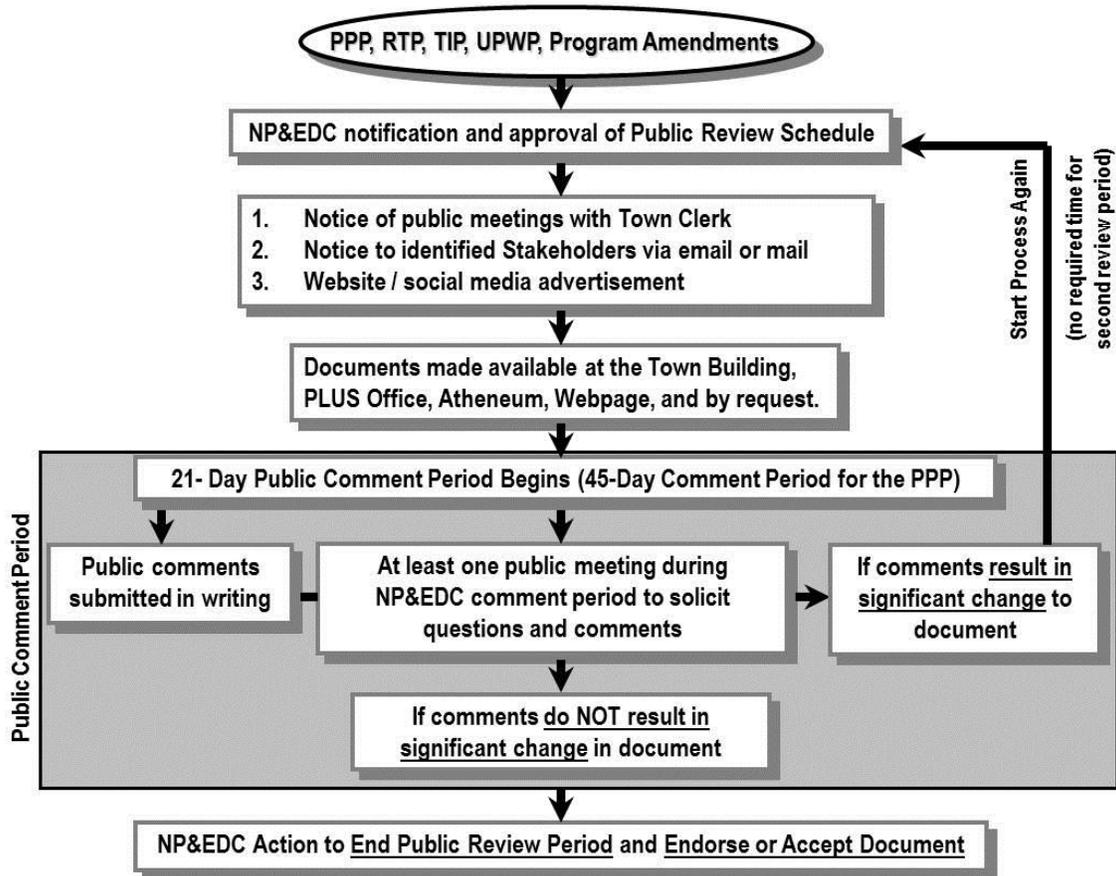
2.1.5 Transportation Planning Studies

These studies are routinely undertaken by the NP&EDC to address the goals and objectives stated in the RTP, and to provide required information and potential recommendations for the TIP. Funding for these studies can originate from the UPWP, but can be provided through other sources, such as the Town of Nantucket.

A draft study shall be developed with input from identified stakeholders. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, the Nantucket Atheneum, as well as in an electronic format on the Town's website. At least one public meeting shall be held to present the contents and conclusion(s) of the study. This will be an opportunity for the public, as well as the NP&EDC, to comment and ask questions before action to accept a study and incorporating any recommendations into the RTP or any other implementation strategies.

DRAFT

2.2 Public Review Process



2.2.1 NP&EDC Notification

The NP&EDC shall be informed by the Planning Office (staff to the NP&EDC) at the beginning of the development of, or amendment/adjustment to, the Regional Transportation Plan, TIP, UPWP, or transportation planning study, and shall have an opportunity to provide comments on the scope and ways to involve the public in the process. At the time of notification, the NP&EDC should discuss and approve the scheduling of future public meetings required as part of the public participation process.

2.2.2 Public Meeting Notice

Notices of meetings where these plans, programs and studies will be discussed shall be made not less than 48-hours in advance through the Nantucket Town Clerk, which is posted in the Town Clerk's office, on the meeting notice board of the Town and County Building located at 16 Broad Street, and on the Town's website – www.nantucket-ma.gov.

The notice of meetings shall also be sent to all interested parties listed in the NP&EDC's mailing list (see item 2.2.5 below), and anyone who has subscribed to receive notices posted with the Town Clerk.

If the NP&EDC schedules a public hearing for any planning issues, a notice of the hearing notice will be advertised in the local newspaper – the *Inquirer and Mirror* – which issues weekly editions every Thursday.

2.2.3 Advertisement

Advertisements announcing the 21-day public review period, the availability of draft copies of the RTP, TIP, UPWP, or amendments to these documents, and the opportunity to review and comment on the document will be published on the Town of Nantucket's website – www.nantucket-ma.gov – and social media outlets such as Facebook and Twitter - @TownofNantucket. A forty-five-day period will be advertised for any changes to the PPP.

Other advertisement strategies, such as press releases, should be used as needed to maximize public notification in the transportation planning decision making process.

Although amendments, as described in section 2.1.4, to the RTP, TIP, and UPWP are considered significant and require notice of a public comment period, adjustments are considered minor and do not require advertisement.

2.2.4 Review of Drafts

There will be at least a twenty-~~one~~(one) (21) day review period prior to the endorsement of the RTP, TIP, UPWP, or Amendments to these documents. There will be at least a forty-five-day period will be advertised for any changes to the PPP.

Although amendments to the RTP, TIP, and UPWP are considered significant, adjustments to these documents is considered minor and do not require a public comment period.

Copies of the drafts shall also be readily available to the general public at the PLUS office, Town Building, Nantucket Atheneum, or by request via telephone, email, or fax.

An accessible electronic version of the draft will be made available on the Town's webpage – www.nantucket-ma.gov – during the public review period.

At least one public meeting will be held when developing or amending/adjusting the PPP, RTP, TIP, UPWP, or transportation planning study. The number of public meetings will be in proportion to the significance of the item under consideration.

If the public comments or interagency comments result in significant changes to the draft document, then an additional public review period will be started to allow review of the changes. There is no required time for the additional review period, but a ~~two-week~~two-week (14 day) period could be used. Written comments and a summary of changes to a draft document resulting from these will be made part of the final RTP, TIP, UPWP, or major transportation planning study.

The NP&EDC staff is available to meet with local officials or any other interested community members to discuss or receive written comments on the RTP, TIP, UPWP or major transportation planning study.

Although the community is well below the recommended threshold for providing translation services, staff for the NP&EDC will attempt to translate any document using free online services, or by contacting other public agencies for assistance with oral translation. The NP&EDC will also rely on the bi-lingual network setup by the Nantucket Regional Transit Authority (NRTA).

As part of the NP&EDC's public outreach planning staff consults with a variety of stakeholders representing outside agencies and population groups, such as the Commission on Human Services, NRTA Advisory Board, and Housing Authority. Such consultation was part of the update of the RTP in FY 2015. Each of these agencies and committees are consulted with to solicit issues and concerns, even on an anecdotal level, for all population groups including LEP populations.

2.2.5 Transportation Stakeholder List

- This list contains the following interested parties:
 - Representatives of Nantucket in the Federal and State Legislature
 - MassDOT liaison
 - Wampanoag Tribe of Gay Head – Cultural Resource Protection
 - Woods Hole, Martha's Vineyard and Nantucket Steamship Authority
 - NP&EDC members
 - Town Manager
 - Nantucket Regional Transit Authority Administrator
 - Nantucket Natural Resources Coordinator
 - Nantucket Public Schools Administrator
 - Roads and Right of Way Committee
 - Bicycle and Pedestrian Advisory Committee
 - Council on Aging
 - Council for Human Services
 - Housing Nantucket
 - Commission on Disabilities
 - Nantucket Interfaith Council
 - Fire Department
 - Police Department

- Department of Public Works
 - *The Inquirer and Mirror* newspaper
 - And members of the general public, if requested
- Anyone can be added to the list upon written request to the NP&EDC.
 - Anyone that has subscribed to receive alerts/notices through the Town of Nantucket website will also receive NP&EDC notifications.
 - Planning staff will be available to meet and review drafts with any committee or agency upon request during regular business hours.

DRAFT

2.2.6 Summary of Public Participation Opportunities

Program	Public Meeting Requirements	Comment Period (Minimum)	Advertising
Public Participation Plan (PPP)	One meeting prior to start of public comment period and one additional meeting during public comment period	45 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Regional Transportation Plan (RTP)	One meeting prior to start of public comment period and one additional meeting during public comment period	21 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Transportation Improvement Program (TIP)	One meeting prior to start of public comment period and one additional meeting during public comment period	21 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.

Unified Planning Work Program (UPWP)	One meeting prior to start of public comment period and one additional meeting during public comment period	21 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Amendments to RTP, TIP, or UPWP	One meeting prior to start of public review of amendment and one additional meeting for approval	21 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Adjustments to RTP, TIP, or UPWP	One meeting for approval of adjustments	None	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media.
Transportation Studies	One meeting at start of study and one additional meeting to present results and recommendations	None. Outreach efforts to identified stakeholders will be identified before start of study	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.

3. Public and Staff Written Comments during the Public Review Period

The written letters attached to this section were received by the Planning Office during the 45-day review period from the public and various agencies concerning the draft version of this PPP. Other written comments are from staff addressing the comments received in these letters.

NPEDC MEETING

3/16/2020

AGENDA ITEMS VI.B

“Commission Assistance and Mentoring Program” (CAMP) Service Agreement

From: [Holly Backus](#)
To: [Eleanor Antonietti](#)
Cc: [Andrew Vorce](#); [Jacquelyn O'Brien](#); (natlowell@comcast.net)
Subject: NAPC Agreement for March
Date: Tuesday, March 03, 2020 12:50:00 PM
Attachments: [One-Day CAMP Agreement Nantucket.pdf](#)
[image001.png](#)
[Save the date for CAMP.PDF](#)

Hi Eleanor,

Please place the attached "Commission Assistance and Mentoring Program" (CAMP) Service Agreement on the March 16th NPEDC agenda for the Commission to review and approve.

The NAPC CAMP Training is offered by the National Alliance of Preservation Commissions (NAPC.) The NAPC's mission is to build strong local preservation programs through education, advocacy, and training. Camp will be led by qualified preservation professionals to help support our local preservation commissions. This will be an all-day event for May 29, 2020 on topics such as Legal Basics, Legal Ethics, Standards & Guidelines, Roles of commissioners, Community Engagement, & a Design Review Exercise. We will also have a topic on Resiliency; a new topic for NAPC.

With the support of the Planning Director, I am excited to be able to bring this important training to our Historical Commissioners (HDC, NHC & Advisory Boards.) I have already sent a "Save the Date" (see attached) to all the applicable members and will be sending a sign up notice for registration next month.

Please let me know if you think the NPEDC will need additional information.

I plan to attend the March 16th meeting, should they have questions.

Thank you,

Holly E. Backus
Preservation Planner
Local Hazard Mitigation Plan Coordinator

Town of Nantucket
Planning & Land Use Services
2 Fairgrounds Road
Nantucket, MA 02554

Tel: 508-325-7587 X 7026

Fax: 508-228-7298

hbackus@nantucket-ma.gov

<http://www.nantucket-ma.gov>

Check out our Community Resilience Planning @ www.resilientack.org





Commission Assistance and Mentoring Program (CAMP) Service Agreement

THIS AGREEMENT is entered on the last date signed below by and between _____ (“Client”)

and the National Alliance of Preservation Commissions (NAPC), with principle offices in Virginia Beach, VA.

The NAPC shall perform the following services for the Client:

1. **Scope of Services.** NAPC will perform a 1-day CAMP with the services as outlined in Appendix A, for the fixed price of **seven-thousand dollars (\$7,000)** for up to thirty (30) participants (excluding host staff members). Each additional participant will be charged at a rate of **twenty-five dollars (\$25)** per individual. Included in this fee are: all training materials, speaker expenses (honoraria, travel, lodging, and per diem), shipping costs, and a one-year complimentary membership for all CAMP participants.
2. **Term and Location.** The 1-day CAMP will be held on _____, in _____, _____
Date City State
3. **No Intellectual Property Rights.** No rights or obligations of any kind other than those expressly recited herein are granted to either party or implied by this Agreement. Nothing herein constitutes a license or other transfer of intellectual property rights by either party.
4. **Independent Contractor.** NAPC will act as an independent contractor. Services are not joint or cooperative work.
5. This is the entire agreement between the parties. It replaces and supersedes any and all oral agreements between the parties, as well as any prior writings. Modifications and amendments to this agreement, including any exhibit or appendix, shall be enforceable only if they are in writing and are signed by authorized representatives of both parties.
6. **Cancellation Policy.** In the event of cancellation fewer than sixty days prior to the event, client will be responsible for payment of all costs incurred by NAPC. In the event of a trainer cancellation, NAPC reserves the right to replace the trainer with an equally qualified candidate.

CLIENT

CLIENT NAME: _____

CONTACT PERSON: _____

TITLE: _____

SIGNATURE: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____ EMAIL: _____

NAPC

NAME: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

CAMP is a program of the National Alliance of Preservation Commissions



Appendix A Scope of Services

The National Alliance for Preservation Commissions (NAPC) will conduct a **one-day** Commission Assistance Mentoring Program (CAMP) for _____ (“Client”)

This workshop will cover the two standard CAMP topics, Legal Issues and Standards and Guidelines, and the following three elective topics, as selected by the Client after consultation with NAPC staff:

Topic 1: _____

Topic 2: _____

Topic 3: _____

Topic 4: _____

NAPC will:

1. Provide expert trainers who will conduct the CAMP covering the topics listed above;
2. Provide a training manual for each participant in digital format;
3. Coordinate all speaker travel including: flights, rental cars, and other ground transportation as needed;
4. Provide all CAMP materials including, but not limited to: agendas, speaker bios, and evaluation forms;
5. Ship all CAMP materials to client to arrive at least two days prior to the training event date;
6. Provide applicable continuing education credits, forms, and logos for promotional uses.
7. Submit an invoice to the client within two weeks following the CAMP training.

CAMP is a program of the National Alliance of Preservation Commissions

PO Box 1011 Virginia Beach, VA 23451 (Phone) 757.802.4141 director@napcommissions.org <http://napcommissions.org>



Appendix B Client Responsibilities

The Client will:

1. Provide suggestions for lodging arrangements for all speakers;
2. Secure appropriate training site venue (the training room should be of sufficient size to accommodate all speakers and participants comfortably, and be darkened for presentations. Participants will need adequate table seating for note taking and workshop exercises);
3. Provide the following audio visual equipment and materials:
 - LCD projector and screen
 - Laptop computer
 - Microphone or other audio aides, as required by room size
 - Other materials as requested by NAPC staff
4. Provide the following local and/or state preservation documentation to NAPC staff:
 - State Enabling Legislation for local commissions or review boards
 - State Open Meetings (Sunshine) law
 - State and/or local Conflict of Interest/Ethics legislation
 - Local preservation ordinances for the commissions participating in the CAMP
 - Commission standards, design guidelines, and bylaws for the commissions participating in the CAMP
5. Provide NAPC staff with a list of all registered attendees for the CAMP, including contact information, within seven (7) days prior to the event;
6. Be responsible for the production and distribution all CAMP promotional materials;
7. Provide light refreshments (i.e. beverages, snacks) for break periods.
8. Provide lunch and/or recommendations to restaurants within walking distance. (We highly encourage providing lunch for groups over 15 as it can be difficult to get attendees back to the meeting location in time if the group is large or there are limited restaurant options.)

CAMP is a program of the National Alliance of Preservation Commissions

PO Box 1011 Virginia Beach, VA 23451 (Phone) 757.802.4141 director@napcommissions.org <http://napcommissions.org>



Save the date!

The NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS will be on-island for a CAMP; “Commission Assistance and Mentoring Program.”

WHEN: Friday, May 29, 2020

WHERE: TBD

This is an ALL-DAY EVENT paid for by PLUS and designed for **ALL** Historic District Commission (HDC), Advisory Boards, and Historical Commission (NHC) members, with room available for other Island preservation professionals.

You will be taught by highly qualified preservation professionals on topics such as Legal basics, Legal Ethics, Roles of Commissioners, Community Engagement, and participate in a Design Exercise.

A registration email will be sent to you soon. First come, first serve. Room reserved for Town Board members first.



Any questions, please contact:
Holly E. Backus, Preservation Planner
Planning & Land Use Services (PLUS)
Town of Nantucket

hbackus@nantucket-ma.gov

508-325-7587 x7026

NP&EDC MEETING

3/16/2020

AGENDA ITEM VIII.

OTHER BUSINESS

For Information ONLY

FROM PAULA LEARY

The NRTA made the decision to cancel the Stakeholder Meetings scheduled for March 18th. The following are questions that were going to be asked at the meeting. We appreciate your interest in being involved in this process. Please email your responses and any additional comments you'd like us to know. Thank you.

1. Who are the groups you represent?
2. What are their transportation needs?
3. What improvements to NRTA would help your client groups?
4. How have your groups benefited from year-round service?
5. Would you support paid parking in the downtown during the summer to help pay for improved transit?
6. Would you support using the TNC tax to help pay for improved transit?

Update to the Nantucket Regional Transit Authority Five-Year Comprehensive Regional Transit

AECOM

CITY POINT
PARTNERS



Please provide your comments to
nrta@nantucket-ma.gov

Why an RTP Update

Recent/Ongoing State-Level Efforts

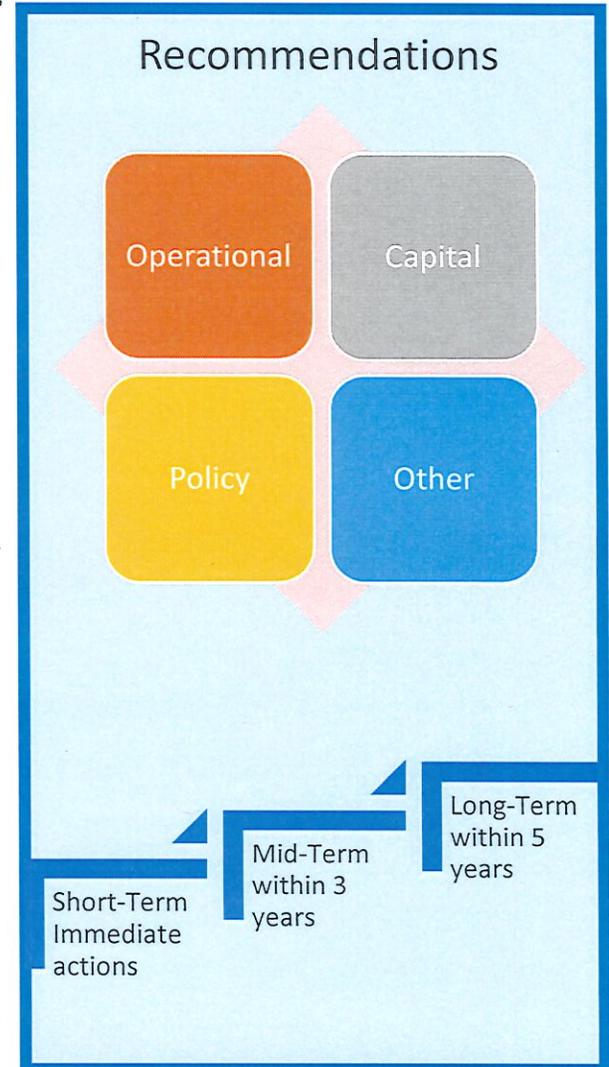
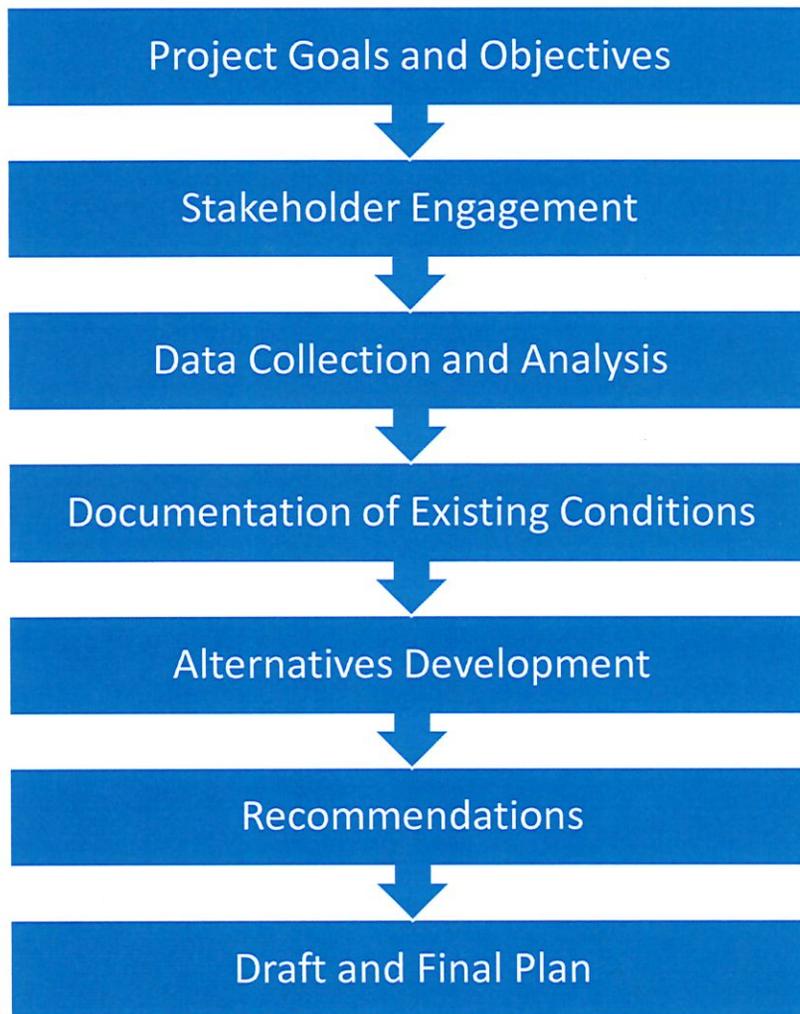
- Governor’s Commission on the Future of Transportation
- A Vision for the Future of Massachusetts’ Regional Transit Authorities
- Transportation Climate Initiative (TCI)



1. Generate performance measures to define what a successful route looks like;
2. Identify key customer groups and institutions to serve;
3. Lay out how to handle routes that are not meeting performance benchmarks;
4. Enhance transparency in agency decision making;
5. Create or refine a vision for the next five years for the agency.

Update is funded by MassDOT

Review of Project Outline



Proposed Project Schedule



Stakeholder Workshop

YOU'RE INVITED

The Nantucket Regional Transit Authority (NRTA) is updating its Regional Transit Plan in order to create a vision for the next five years and prioritize service improvements. You have been identified as a key stakeholder. Your input is crucial to the success of this project. How can we improve bus service to help serve your business, clients, customers, employees, students, neighbors and neighborhood?

We want to hear from you!

Join us Wednesday March 18th at either meeting

Where: Greenhound Building
10 Washington Street

**Community Foundation of Nantucket
Conference Room
9 Bayberry Court**

Time: 9:30 a.m. -11:30 a.m.

1:30 p.m. – 3:30 p.m.

Refreshments will be served

Ride the WAVE to either meeting

RSVP by Friday, March 14th to nrtan@nantucket-ma.gov or 508-325-9571

Community Events

- Public survey for riders and non-riders
- Pop-up table at town meeting 4/4
- Pop-up table at Greenhound on Daffodil Weekend 4/25
- Pop-up on Main Street the morning of Daffodil Weekend 4/25 at the Chamber of Commerce table
- Riding the bus, surveying riders 4/26

Goals

1. Provide Safe and Convenient Service

2. Minimize Auto Use on the Island

3.3. Ensure Transportation Services are Affordable

4. Meet the Needs of the Diverse Summer and Year Round Populations

NP&EDC MEETING

3/16/2020

AGENDA ITEM VIII.

OTHER BUSINESS

For Information ONLY

WASHINGTON STREET & FRANCIS STREET

CONCEPTS

From: [Andrew Vorce](#)
To: [Eleanor Antonietti](#)
Subject: FW: Washington and Francis Concept C
Date: Wednesday, March 11, 2020 4:41:22 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[20200310 Wash and Franc ConceptC.pdf](#)
[Washington at Francis - Option 4.pdf](#)

Andrew V. Vorce, AICP

Director of Planning

Nantucket Planning & Economic Development Commission
Planning and Land Use Services (PLUS)
2 Fairgrounds Road
Nantucket, MA 02554

Telephone: 508-325-PLUS (7587)



From: Robert McNeil
Sent: Wednesday, March 11, 2020 4:13 PM
To: Andrew Vorce <AVorce@nantucket-ma.gov>
Subject: FW: Washington and Francis Concept C

Robert D. McNeil III, P.E., MPA
Public Works Director
188 Madaket Road
Nantucket, MA 02554
Ph: (508) 228-7244
Email: rmcneil@nantucket-ma.gov



From: Brian Myers <bmyers@gpinet.com>

Sent: Tuesday, March 10, 2020 2:05 PM
To: Robert McNeil <rmcneil@nantucket-ma.gov>
Cc: John Osorio <josorio@gpinet.com>
Subject: Washington and Francis Concept C

Rob,

Attached please find Concept C for Washington and Francis. This is a modified version of Option 4 (also attached). Some design notes are listed below that describe the changes.

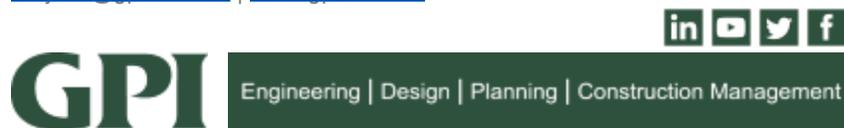
- Stop bar on Washington Street was removed and made a free movement. The design vehicle turn path from Francis St to Washington Street encroaches within the opposing lane up past the slip ramp and this would force the stop bar back far from the intersection area well beyond what is reasonable.
- The crosswalk and bike lane was removed from the layout.
 - As noted in a prior emails, we are concerned that the mountable island would be perceived as pedestrian refuge and would place pedestrians at risk.
 - The layout showed a crosswalk along a slip ramp that does not lead to a refuge. This is an undesirable condition.
 - The eastern edge of the roadway does not have a wheelchair ramp, the existing sidewalk is narrow and adjacent to the ROW. To install proper pedestrian facilities would result in property impacts.
 - The crossing length is wider than would be desired due to the need to cross a slip ramp, mountable island and two lane road in one go.
 - There is an existing midblock crossing toward the south. It is recommended to upgrade this crossing.
 - The crossing has good sight distance along both directions.
 - The crossing is by available ROW and Town property which will allow construction of compliant pedestrian facilities.
 - Would be a good candidate for RRFB.
 - Crossing length is considerably narrower.
 - There is no existing bike lane facilities along the roadway. We felt it would be inappropriate to introduce a short bike lane at the intersection. Due to the high bike volumes and narrow roadway section, we recommend maintaining shared lane use.
 - There is not enough roadway width on Washington St. Ext to receive a bike lane and have a two lane road. Approx. 22' at intersection throat.
- Key design change that was implemented with this concept is the slip ramp angle was modified. This was done for multiple reasons.
 - The prior design encourages higher speeds navigating around the turn. This geometry and speed would encourage drivers to fail to yield to turning traffic from Washington Street extension. Additionally, it would be better to slow vehicles down prior to the existing mid-block crossing to improve safety and yield rate. This desired slip ramp angle allows the driver to make the yielding decision further back on the slip ramp where they can reasonably see over their shoulder. When they reach the actual yield point, drivers with limited neck movement may have trouble seeing whether there is a

conflicting oncoming car or bike.

- Utilizing a mountable island on the outside of the slip lane would benefit smaller to moderate tractor trailers. Truck drivers, unless encountering extremely constrained conditions, drive along the travelway assuming that there will be sufficient room for the trailer to navigate the turn. With this type of slip ramp, WB 50 and less tractor trailers can drive along the roadway and the trailer utilizes the mountable island. The prior "TOWN" design required all tractor trailers to drive up onto the mountable island to navigate the turn.
- The intersection is proposed to be a two way stop controlled. To supplement the stop signs, we propose adding W4-4ap and W4-4bp which indicate to the driver that the western approach is non-stop.
- We chose not to make the Washington Street Ext. a free movement due to the poor sight distance looking around the structure and fence.

Brian A. Myers, P.E.
Project Manager

181 Ballardvale Street, Suite 202, Wilmington, MA 01887
d +1 (978) 570-2545
bmyers@gpinet.com | www.gpinet.com



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OPTION 4

PROPOSED STRIPED ISLAND
OR
FLUSH MOUNTABLE APRON

Remove deflection

Stop control

Stop control
(optional)

4FT Bike Lane
marking

8FT wide
pedestrian
crossing

Mountable flush
island

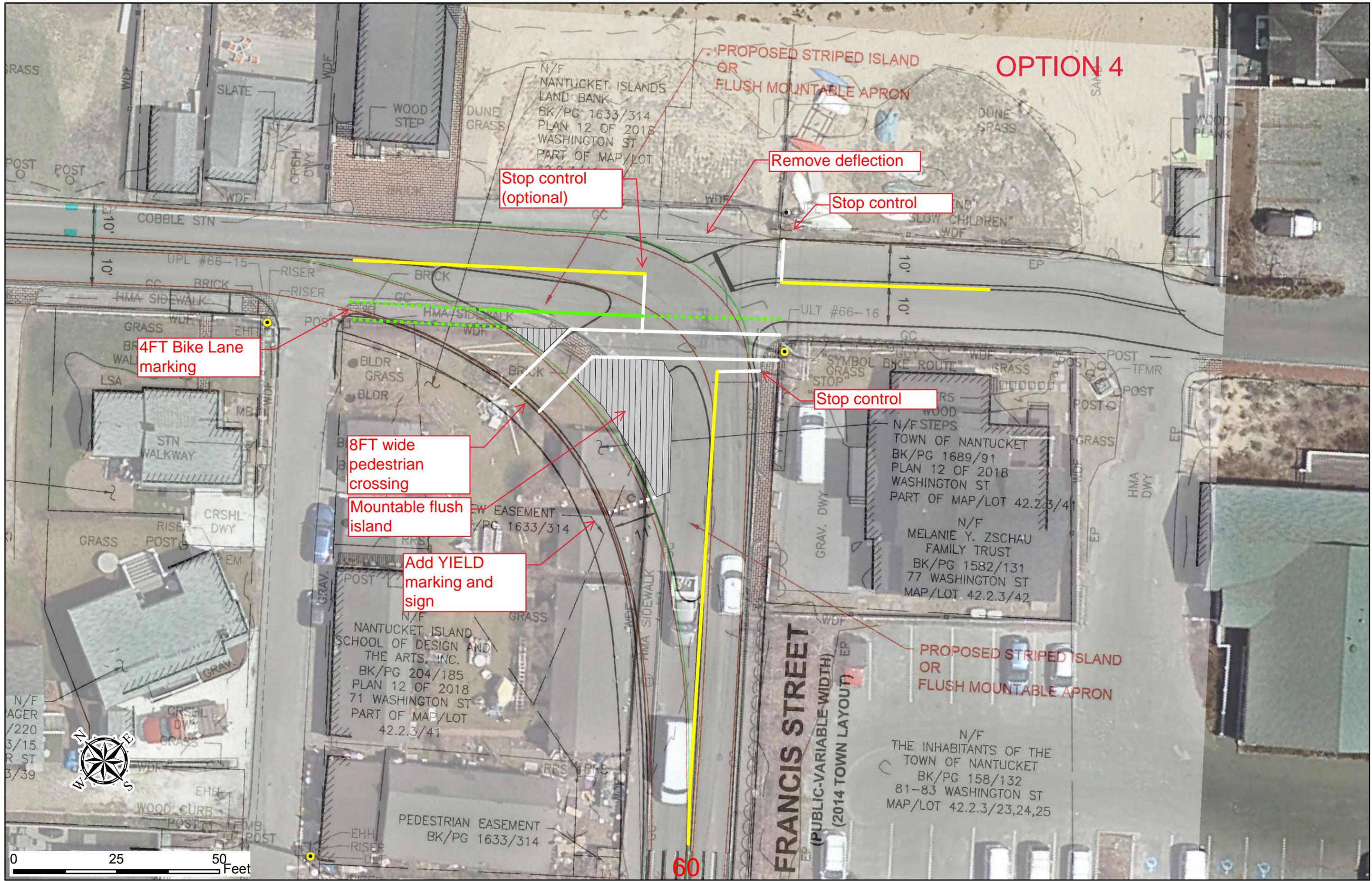
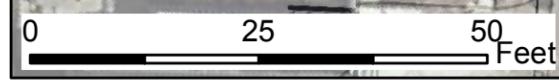
Add YIELD
marking and
sign

Stop control

PROPOSED STRIPED ISLAND
OR
FLUSH MOUNTABLE APRON

FRANCIS STREET
(PUBLIC-VARIABLE WIDTH)
(2014 TOWN LAYOUT)

60



END
OF
PACKET

MARCH 16, 2020
