

**Town and County of Nantucket
Select Board • County Commissioners**

Dawn E. Hill Holdgate, Chair
Jason Bridges
Matt Fee
Kristie L. Ferrantella
Rita Higgins



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C. Elizabeth Gibson
Town & County Manager

**AGENDA FOR THE MEETING OF THE
SELECT BOARD
MAY 13, 2020 - 5:00 PM
REMOTE PARTICIPATION VIA ZOOM AND YOU TUBE
PURSUANT TO GOVERNOR BAKER'S MARCH 12, 2020
ORDER REGARDING OPEN MEETING LAW
NANTUCKET, MASSACHUSETTS**

YOU TUBE LINK:

<https://youtu.be/LEkZ6otnA9Y>

I. CALL TO ORDER

II. SELECT BOARD ACCEPTANCE OF AGENDA

III. ANNOUNCEMENTS

1. The Select Board Meeting is Being Audio/Video Recorded.
2. Nantucket Police Department: May 10 - 16, 2020 National Police Week Proclamation.
3. Census Complete Count Committee Notice: 2020 Census is Ongoing and of Vital Importance to Nantucket.
4. 2020 Committee/Board/Commission Vacancies.

IV. COVID-19 WEEKLY UPDATE

1. Select Board Comments/Questions
- Public Comment
2. Update from State's Reopening Advisory Board Local Member.
3. Report from Nantucket Cottage Hospital (NCH President/CEO; Medical Director)
- Select Board Comments/Questions
- Public Comment

4. Emergency Orders - Status
 - Local No. 1 - Temporary Moratorium on Construction/Board of Health 3/30/2020 Supplemental Emergency Order, Amended 4/2/2020
 - Local No. 2 - Personal Care Services
 - Local No. 3 (expired)
 - Local No. 4 - Recreational Shellfish License Extension
 - Local No. 5 - Construction Phased Work Plan
 - Local No. 6 - Landscaping Phased Work Plan
 - Local No. 7 - Essential Worker Mask
 - Local No. 8 - Phase II Construction Back to Work Plan and Associated Construction Guidelines
 - Local No. 9 - Phase II Landscaping Back to Work Plan
 - State Stay at Home/Other Emergency Order(s) - Status
 - Select Board Comments/Questions
 - Public Comment

5. Economic Recovery Task Force Update
 - Select Board Comments/Questions
 - Public Comment

6. Public Information and Town Services Update
 - Outreach update
 - Dedicated email covid19@police.nantucket-ma.gov
 - Dedicated phone line 508-325-4111
 - Town offices remain closed to the public through May 18 (State Advisory)
 - Town employees return-to-work planning/implementation
 - Select Board Comments/Questions
 - Public Comment

V. PUBLIC COMMENT* FOR ITEMS NOT RELATED TO COVID-19 OR OTHER AGENDA ITEMS

VI. NEW BUSINESS*

VII. APPROVAL OF MINUTES, WARRANTS AND PENDING CONTRACTS

1. Approval of Minutes of April 15, 2020 at 6:00 PM.
2. Approval of Treasury Warrants for May 13, 2020.
3. Approval of Pending Contracts from May 13, 2020 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CITIZEN/DEPARTMENTAL REQUESTS

1. Finance Department: Request for Approval of Sale of \$15,704,313 in General Obligation Bond Anticipation Notes Series A and B.
2. Town Clerk: Request for Re-appointment of Registrar of Voters.

IX. PUBLIC HEARINGS

1. Public Hearing to Consider Utility Petition from National Grid/Nantucket Electric Company for Plan #23660447 to Install Approximately 110' of 9-5" Conduits Encased in Concrete from MH 3, with 2-5" Conduits going Directly to Riser Pole P.1 on Commercial Street and 7-5" Conduits to Stub Inside National Grid Substation Property on Commercial Street.
2. Public Hearing to Consider Utility Petition from National Grid/Nantucket Electric Company for Plan #29417418 to Install Two Handholes (hh3-1 and hh3-2) on Morey Lane and 22' of Conduit Encased in Concrete off Pole 3 for Service to 5 Morey Lane.
3. Public Hearing to Consider Utility Petition from National Grid/Nantucket Electric Company for Plan #29458484 to Install Two Handholes (hh45-1 and hh45-2) on Old South Road and 45' of 2-3" Conduit Encased in Concrete off Pole 45 for Service to 109 Old South Road.
4. Public Hearing to Consider Utility Petition from National Grid/Nantucket Electric Company for Plan #29342112 to Install One Handhole (hh20-1) on Sankaty Road and 45' of 2-3" Conduit Encased in Concrete off Pole 20 for Service to 85 Sankaty Road.
5. Public Hearing to Consider the Appeal of Lydia Denney Palmer LLC of Historic District Commission Approval of Certificate of Appropriateness No. 72738 for an Addition, Regarding Property Located at 112 Wauwinet Road, Map 11, Parcel 20 (Continued from January 15, 2020; February 5, 2020; April 1, 2020; REQUEST TO CONTINUE TO JUNE 3, 2020).

X. TOWN MANAGER'S REPORT

1. Review of FY 2021 General Fund Budget Recommendations.
2. Review Recommendations Regarding Town Concession Leases (Surfside, Jetties, Children's Beach) for 2020 Season.
3. Review Status of Fourth of July Fireworks.

XI. SELECT BOARD'S REPORTS/COMMENT

1. Committee Reports.

XII. ADJOURNMENT

****Identified on Agenda Protocol Sheet***

Select Board Agenda Protocol:

- **Roberts Rules:** *The Select Board follows Roberts Rules of Order to govern its meetings as per the Town Code and Charter.*
- **Public Comment:** *For bringing matters of public interest to the attention of the Board. The Board welcomes concise statements on matters that are within the purview of the Select Board. At the Board's discretion, matters raised under Public Comment may be directed to Town Administration or may be placed on a future agenda, allowing all viewpoints to be represented before the Board takes action. Except in emergencies, the Board will not normally take any other action on Public Comment. Any personal remarks or interrogation or any matter that appears on the regular agenda are not appropriate for Public Comment.*

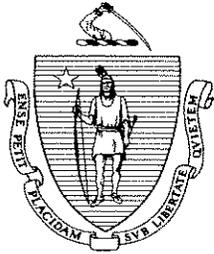
Public Comment is not to be used to present charges or complaints against any specifically named individual, public or private; instead, all such charges or complaints should be presented in writing to the Town Manager who can then give notice and an opportunity to be heard to the named individual as per MGL Ch. 39, s 23B.

- **New Business:** *For topics not reasonably anticipated 48 hours in advance of the meeting.*
- **Public Participation:** *The Board welcomes valuable input from the public at appropriate times during the meeting with recognition by the Chair. For appropriate agenda items, the Chair will introduce the item and take public input. Individual Board Members may have questions on the clarity of information presented. The Board will hear any staff input and then deliberate on a course of action.*
- **Select Board Report and Comment:** *Individual Board Members may have matters to bring to the attention of the Board. If the matter contemplates action by the Board, Board Members will consult with the Chair and/or Town Manager in advance and provide any needed information by the Thursday before the meeting. Otherwise, except in emergencies, the Board will not normally take action on Select Board Comment.*

EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
May 13, 2020
*****AMENDED MAY 11, 2020*****

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Lease	Town Admin	Nantucket County Sheriff's Department	(\$5,940)	Lease of office space at 20 S. Water St. building for Sheriff's Office	n/a	April 15, 2020 - April 14, 2021
License Agreement	Town Admin	Valet Park of America	(\$11,500)	License agreement for National Grid Candle St. lot for valet parking for summer 2020 season	n/a	June 30, 2020 - September 30, 2020
License Agreement	Town Admin	Valet Park of America	(\$500)	License agreement for three (3) parking spaces on Broad St and up to forty-five (45) parking spaces in the Upper Parking Lot at Jetties Beach for valet parking for summer 2020 season	n/a	June 30, 2020 - September 30, 2020
Advertising Contract	Town Admin	The Inquirer & Mirror	\$49,999	Contract for Town advertising in Inquirer & Mirror	Various departmental budgets	May 28, 2020 - May 26, 2022
Professional Services Agreement	DPW	Plan B Construction Co.	\$48,050	Contract for roof replacement at 38 W. Chester St. employee housing	Article 10/2019 ATM	May 13, 2020 - June 30, 2020
Professional Services Agreement	DPW	Weston & Sampson	\$132,400	Contract for design services for new public works facility, including alternative site analysis	Article 10/2015 ATM	May 13, 2020 - June 30, 2021
Professional Services Agreement	DPW	Weston & Sampson	\$36,500	Contract for Tom Nevers solid waste removal - environmental permitting consulting	Article 14/2018 ATM	May 13, 2020 - June 30, 2021
Professional Services Agreement	DPW	Fuss & O'Neill, Inc.	\$6,389	Contract for agency coordination meeting oversight for Madaket water quality/resilience improvements	Article 10/2018 ATM	May 13, 2020 - June 30, 2021
Professional Services Agreement	DPW	TEC, Inc.	\$11,380	Contract for culvert inventory & agency coordination meetings for Polpis/Wauwinet	Article 10/2018 ATM	May 13, 2020 - June 30, 2021

Amendment to Professional Services Agreement	DPW	Fuss & O'Neill, Inc.	Add \$31,200 to original contract amount of \$239,700 for new contract total of \$270,900	Amend contract for Children's Beach storm water evaluation to include design & construction administration	Article 10/2018 ATM	May 13, 2020 - June 30, 2021
Amendment to Professional Services Agreement	DPW	Beta Group, Inc.	n/a	Amend contract for Sparks Ave/Williams Ln/Pleasant St Multi-Use Path concept design to extend contract end date	n/a	May 13, 2020 - June 30, 2021
Professional Services Agreement	Natural Resources	Horsley Witten Group	\$40,400	Contract for consulting for Sesachacha Pond living shoreline project	State CZM Grant	May 13, 2020 - June 30, 2020
Professional Services Agreement	Our Island Home/Town Administration	Eisenstein Flaherty Associates	\$45,000	Compliance review/Our Island Home	Our Island Home Budget	May 13, 2020 - August 31, 2020



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”); and

WHEREAS, many important functions of State and Local Government are executed by “public bodies,” as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

WHEREAS, both the Federal Centers for Disease Control and Prevention (“CDC”) and the Massachusetts Department of Public Health (“DPH”) have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

WHEREAS, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

WHEREAS section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

NOW THEREFORE, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

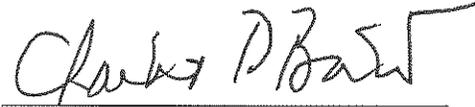
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 8:40 PM this 12th day of
March, two thousand and twenty.

A handwritten signature in cursive script that reads "Charles D. Baker". The signature is written in black ink and is positioned above a horizontal line.

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts

PROCLAMATION

NATIONAL POLICE WEEK

MAY 10th – 16th, 2020

WHEREAS, the Congress and President of the United States have designated Friday, May 15th as Peace Officers' Memorial Day, and the week that May 15th falls on as National Police Week; and

WHEREAS, the members of the Nantucket Police Department play an essential role in safeguarding the rights and freedoms of Nantucket; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the members of the Nantucket Police Department unceasingly provide a vital public service.

NOW, THEREFORE, the Select Board of the Town of Nantucket, call upon all citizens of the Town of Nantucket to observe the week of May 10-16, 2020 as Police Week. During this week citizens are encouraged to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of the Town of Nantucket to observe Friday, May 15, 2020, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Date this 13th day of May, 2020.

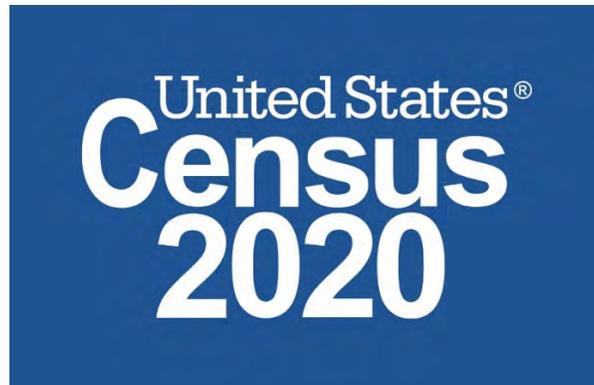
Dawn Hill Holdgate, Chair

Rita Higgins, Vice Chair

Jason Bridges

Kristie Ferrantella

Matt Fee



Nantucket's Census Complete Count Committee recognizes that our community's health and safety are the most pressing concerns during this unprecedented time, and that communication about public health takes priority. However, the 2020 Census is ongoing - and vitally important for Nantucket's future.

It's never been easier to get counted, and to count everyone who lives at your address. You can use your smartphone, tablet, or computer to do so online, you can do so over the phone in 13 languages, or you can complete and return the Census questionnaire that may have been delivered to your home by now. (You do not need a form to respond online or by phone, however!)

The US Census takes place once every ten years and is mandated by the Constitution. Statistics from responses are used to make decisions about federal funding for community services that we rely on every day: health care (including Medicaid, Medicare, and the Children's Health Insurance Program), schools, food assistance, housing, emergency services, senior programs, and more. An accurate count ensures that Nantucket gets its share, as funding levels that are determined as a result of the 2020 Census will be in place for our community for the next ten years!

Please get counted, and encourage friends, colleagues, and family members to do so at 2020census.gov. Choose your language and click on the "Respond" button to take the Census. It's safe, quick, easy - and individual data is protected by federal law. Your information cannot be shared with any federal, state, or local agency for any reason. There is NO citizenship question on the Census, and everyone is asked to participate. We ALL count for Nantucket!

In an effort to "get out the count" on Nantucket we've started posting information on Facebook, via the Community Foundation for Nantucket's page. Please [visit the foundation's page](#) so you can see and - very importantly - share these posts on your own personal and organizational pages! You'll recognize some faces, and can learn a lot about why an accurate count is important. If Facebook isn't your thing, please share the information on Instagram or Twitter - or even by email.

Please get counted and help shape Nantucket's future!

Committee Appointments 2020 Timeline
As of 4/15/2020

April 1 – Select Board review list of openings.

April 17 - Notify members of committees whose terms are expiring.

April 23 and 30; May 7 and 14 – Advertise committee openings in newspaper and on Town’s website; put on SB agenda as announcement starting mid-April.

May 22 – Deadline for submitting applications for committee openings that will be heard on May 27 to Town Administration office. This includes applications for:

- Agricultural Commission;
- Airport Commission;
- Board of Health;
- Capital Program Committee;
- Cemetery Commission;
- Conservation Commission;
- Contract Review Committee, Human Services;
- Council for Human Services;
- Council on Aging;
- Cultural Council;
- Finance Committee; and
- Historic District Commission Associate.

May 27 – Public hearing for above listed committee applicants.

May 29 – Deadline for submitting applications for committee openings that will be heard June 3 to Town Administration office. This includes applications for:

- Nantucket Affordable Housing Trust;
- Nantucket Historical Commission;
- Nantucket Historical Commission Alternate;
- Planning Board Alternate;
- Real Estate Assessment Committee;
- Roads and Right-of-Way Committee;
- Scholarship Committee;
- Tree Advisory Committee;
- Zoning Board of Appeals; and
- Zoning Board of Appeals Alternate.

June 3 – Public hearing for above listed committee applicants.

June 17 – Committee appointments.

2020 Committee Openings Information
As of 4/27/2020

Committee	# seats open	Term Expiration	Notes
Agricultural Commission	1	2021	vacant
Agricultural Commission	2	2022	vacant
Agricultural Commission	2	2023	
Airport Commission	2	2023	
Board of Health	2	2023	
Capital Program Committee	2	2023	
Cemetery Commission	2	2023	
Conservation Commission	2	2023	
Contract Review Committee, Human Services	1	2023	
Council for Human Services	2	2021	vacant
Council for Human Services	3	2022	vacant
Council for Human Services	3	2023	2 vacant
Council on Aging	3	2023	
Cultural Council	1	2022	vacant
Cultural Council	2	2023	
Finance Committee	3	2023	
Historic District Commission Associate	1	2023	
Nantucket Affordable Housing Trust	2	2023	2-year term; at-large
Nantucket Affordable Housing Trust	1	2023	2-year term; real estate agent/broker
Nantucket Historical Commission	2	2023	
Nantucket Historical Commission Alternate	1	2023	vacant
Planning Board Alternate	1	2023	
Real Estate Assessment Committee	2	2023	
Roads and Right of Way Committee	3	2023	
Scholarship Committee	2	2023	
Tree Advisory Committee	2	2023	
Zoning Board of Appeals	1	2025	5-year term
Zoning Board of Appeals Alternate	1	2023	3-year term

EMERGENCY ORDER No. 1 Temporary Moratorium on all construction projects on Nantucket.

In consideration of the State of Emergency declared in the Town of Nantucket, upon the recommendation of Emergency Management and Public Health Officials, and the need to protect the health of the inhabitants of the Town of Nantucket, the following order shall be implemented until such time as the state of emergency has been lifted.

Effective Friday, March 20, 2020 the Town is suspending all regular activity at construction sites on Nantucket, including but not limited-to all work authorized by building permits and street opening permits. Upon issuance of this order, all active construction sites shall be secured to prevent unauthorized entry, damage to equipment and/or work-in-progress and to protect public safety. Operators shall employ the necessary crews and labor to complete the work necessary to secure their sites by 5:00 p.m. on Friday, March 20, 2020. After that time, only skeleton crews will be permitted to enter construction sites for the remainder of the moratorium and such entry shall be limited to what is necessary to ensure safety and security.

The only work that will be permitted after March 20, 2020 will be emergency work, which will need to be approved by the Town of Nantucket Planning and Land Use Services Department.

For purposes of this Order, Emergency Work Includes only the minimum work necessary to prevent damage to persons or property and/or to ensure the habitability of existing residential structures until such time as this order is lifted, including the following:

- Emergency Utility, road or building work, such as to repair water leaks and sinkholes.
- New Utility connections to occupied buildings where prior connections are no longer functioning.
- Mandated building or utility work to protect public health and safety.
- Work at health care facilities, shelters, including temporary shelters and other facilities that support vulnerable populations or that provide emergency services.
- Work which ensures the reliability of the transportation network.
- Other work necessary to render occupied residential building fully habitable.

In addition to the list of emergency construction projects, the Town will, on a case-by-case basis, review requests for exceptions to the temporary construction moratorium. These may be granted by the Building Commissioner for building related work or the Public Works Director for street-related work. These will be granted only if they support increased public health and safety.

This order is effective Friday, March 20 through Monday, April 6 and will be reviewed at regular intervals by the Select Board, the Town's Incident Management Team and Public Health Officials. New projects cannot be started at this time, and no new permits will be issued unless they meet the criteria above.

Any currently permitted and/or active construction project/work must be in a secure situation by 5:00 p.m. on Friday, March 20, 2020.

Any person who violates this Order will be subject to issuance of an immediate Stop Work Order and an assessment of the maximum penalty authorized by law.

So Ordered by the Nantucket Select Board;

Dawn Hill-Holdgate, Chair

Rita Higgins, Vice-Chair

Matt Fee, Member

Jason Bridges, Member

Kristie Ferrantella, Member

In Concurrence with;

Libby Gibson, Town Manager

William Pittman, Director, Office of Emergency Management

Roberto Santamaria, Director, Department of Public Health

Paul Murphy, Nantucket Building Commissioner

Gary A. Shaw, President, Nantucket Cottage Hospital

SUPPLEMENTAL EMERGENCY ORDER

WHEREAS, effective Friday, March 20, 2020 the Town of Nantucket issued an Emergency Order temporarily suspending all regular activity at construction sites on Nantucket, including but not limited to all work authorized by building permits and street opening permits (Emergency Order No. 1).

WHEREAS, the Town of Nantucket issued an Emergency Stay-at-Home Order on March 22, 2020 seeking cooperation of all residents to limit possible transmission of COVID-19 (Emergency Order No. 3).

WHEREAS, the situation involving the COVID-19 crisis continues to evolve, with additional guidance being issued daily by the Federal and State governments.

WHEREAS, on March 23, 2020, Governor Baker issued an order identifying certain essential and non-essential businesses and directed the Department of Public Health to issue a stay-at-home advisory.

WHEREAS, on March 24, 2020 Governor Baker, through his Chief Legal Counsel, issued guidance interpreting the March 23, 2020 order with respect to the scope of authority of local governments to regulate matters in the order, particularly with respect to construction.

WHEREAS, on March 25, 2020, the Town of Nantucket and all of the towns on Martha's Vineyard requested that the Governor and Lieutenant Governor clarify such order based upon circumstances including but not limited to the Islands' unique circumstances.

WHEREAS, on March 26, 2020, officials from Nantucket participated in a conference call with the Secretary of the Executive Office of Public Safety and Security, among others, and indicated their concern about continued construction on the island for purposes including but not limited to travel to and from the island, limited public safety personnel, limited hospital capacity, and more.

WHEREAS, on March 29, 2020, officials from the Town of Nantucket participated in a telephone conference with the Governor's Legal Counsel, Legislative Director and Chief Secretary, who affirmed that local governments retain the authority to enact regulations that are more stringent than the Governor's orders, to regulate activities within their jurisdictions based on their individual circumstances.

WHEREAS, we wish to re-affirm the unique circumstances facing the Town and island of Nantucket that require a strict limitation on all non-essential business, including construction and commercial landscaping projects, and to re-affirm that all non-emergency construction work and all commercial landscaping work is prohibited until the expiration of the applicable orders or they are sooner rescinded.

WHEREAS, Nantucket is uniquely situated insofar as it is only accessible by boat or airplane. In this regard, the primary method for travel to and from the island by many construction and landscape workers will be by boat. It is customary and expected that workers will travel together from the mainland and once they arrive, they will travel together to and from work sites. Due to the group nature of this type of travel, it is unlikely that sufficient physical distancing can be maintained.

WHEREAS, Nantucket has only one hospital, Nantucket Cottage Hospital. While the doctors, nurses and staff have done and continue to perform outstanding work in the face of this crisis, they have limited resources and cannot handle an influx of illness spread by failure to comply with social distancing protocols. Of particular concern are the facts that the Hospital has only fourteen licensed beds, three ventilators, and it does not have an intensive care unit. Thus, anyone needing such care will be required to be airlifted to a hospital on the mainland, further diminishing the capabilities on hospital staff.

WHEREAS, the Nantucket Cottage Hospital President Gary Shaw has said time and again that given the small size and the geographic isolation of the Islands and limited access to PPE and other emergency equipment, failure to limit exposure will necessarily result in the overburdening of each hospital's resources and lead to a further health crisis emergency. Hospital leaders have further indicated that their ethics teams are now analyzing how the hospitals will make decisions as to who should receive treatment and who should not, or cannot. This is our reality today.

WHEREAS, during this state of emergency, Nantucket does not have sufficient resources to provide emergency police, fire and ambulance service above what it is providing to Island residents during this unusual period. Indeed, as an island community of just one municipality, Nantucket has no opportunities to call on the mutual aid of its neighbors to assist should its resources become overwhelmed.

WHEREAS, during this state of emergency, Nantucket does not have sufficient staffing to ensure that job sites are safe, insofar as it cannot commit emergency first-responders to performing construction detail work, it cannot monitor job sites to ensure that physical distancing requirements are met, and it cannot provide adequate support in the event of an emergency.

WHEREAS, it is essential that visitors to the Island be limited to only those who absolutely have to be here so that the Town's limited resources do not become overwhelmed and insufficient to protect the health and safety of its residents, first responders and essential workers.

NOW THEREFORE, based on the conditions cited above, and other well-known adverse effects of the COVID-19 crisis, the Nantucket Board of Health, upon the recommendation of Emergency Management and Public Health Officials, the Director of the Nantucket Cottage

Hospital, and the Select Board, and the need to protect the health of the inhabitants of the Town of Nantucket, hereby reaffirms and supplements Emergency Orders Nos. 1 and 2, as follows:

There hereby continues in effect an Emergency Order imposing a temporary moratorium on all non-essential construction work until such time as the State of Emergency declared due to the outbreak of COVID-19 is lifted, as well as an Emergency Stay-at-Home Order that limits, among other things, landscaping.

As of the date of this Supplemental Emergency Order, all non-essential construction and landscaping shall continue to be prohibited in the Town of Nantucket and must immediately cease until further order, except as provided herein. This Order applies to all work sites, including but not limited to all work authorized by building permits and street opening permits previously issued. This Order also prohibits work by commercial landscaping and other similar businesses performing work that is not essential as defined below.

This Order shall apply as follows:

Existing and newly permitted projects which comprise essential construction may be undertaken in a manner that is consistent with this Order and any further orders of the Commonwealth, the Board of Health and/or the Building Commissioner, to the extent that such orders are more restrictive than what is set forth herein.

For purposes of Emergency Order Nos. 1 and 3, and this Supplemental Emergency Order, essential construction includes only the following work:

- Work to build or repair roads, bridges, transit facilities, utilities, hospitals or health care facilities, or homeless shelters.
- Emergency Utility, road or building work, such as to repair water or sewer leaks and sinkholes.
- New Utility connections to occupied buildings where prior connections are no longer functioning.
- Site-specific building or utility work ordered by a Governmental entity to protect public health and safety.
- Work at health care facilities, shelters, including temporary shelters and other facilities that support vulnerable populations or that provide emergency services.
- Work which ensures the reliability of the transportation network.
- Other work necessary to render occupied residential buildings fully habitable.

Under no circumstance will the term emergency work include construction on unoccupied residential or commercial structures unless it is in a class of work described above.

Consistent with action already taken, all active construction sites shall be secured to prevent unauthorized entry, damage to equipment and/or work-in-progress and to protect public safety. Only skeleton crews will be permitted to enter construction sites for the remainder of the moratorium and period of this Supplemental Emergency Order, and such entry shall be limited to what is necessary to ensure safety and security.

At every site where essential construction activity continues under one of the categories authorized above, operators shall ensure that all activity is undertaken in a manner consistent with the Commonwealth of Massachusetts COVID-19 Guidelines and Procedures for all Construction Sites and Workers at all Public Work as issued by the Governor on March 25, 2020 and attached to this Order (the "Guidelines"). The Operator shall ensure that the work site and activities undertaken therein are and shall remain in compliance with the Guidelines. All permissive language (e.g. phrases with "please" or "should") are hereby deemed mandatory obligations.

At every site where construction activity continues, one or more site-specific COVID-19 liaison officer(s) shall be identified who shall maintain a daily compliance log and shall certify that the contractor, subcontractors and all workers are in full compliance with this Order and the Guidelines.

Board of Health

Stephen J. Visco, *Chair*

Malcolm W. MacNab, MD, PhD, *Vice Chair*

James A. Cooper, *Member*

Rita Higgins, *Member*

Helene M. Weld, RN, *Member*

In concurrence with action taken by the Select Board:

Dawn Hill-Holdgate, *Chair*

Rita Higgins, *Vice-Chair*

Matt Fee, *Member*

Jason Bridges, *Member*

Kristie Ferrantella, *Member*

As well as Town Staff and representative of Nantucket Cottage Hospital:

C. Elizabeth Gibson, *Town Manager*

William Pittman, Director, Office of Emergency Management

Roberto Santamaria, Director, Department of Public Health

Paul Murphy, Nantucket Building Commissioner

Gary A. Shaw, President, Nantucket Cottage Hospital

EMERGENCY ORDER No. 2 Regarding Personal Care Services and Retail Stores

Effective Friday, March 20, 2020 all services offered to the public which cannot be provided at a distance of at least six (6) feet are hereby discontinued. This includes, but is not limited to:

Hairdressers and barbers
Nail salons
Massage services
Body Art
Body Work
Fitness Centers
Houses of Worship

This order does NOT include childcare facilities licensed by the Department of Early Education and Care who have been granted an exemption by the Department, or services provided by a licensed allied health care provider such as, but not limited to, physical therapy, speech therapy, occupational therapy or retail stores. This Emergency Order shall remain in effect until notice is given, pursuant to the Board of Health's judgement, that the Public Health Emergency no longer exists.

Additionally, the Board of Health is encouraging all retail establishments that do not sell essential commodities such as food, medicine or cleaning supplies to consider voluntarily closing until April 6th. The Board of Health is also recommending that all retail establishments that do stay open should only do so if they can assure customers will be able to maintain social distancing practices consistent with CDC guidelines.

This order is issued pursuant to the authority conferred on boards of health pursuant to G.L. c. 111, §§95 through 105.

So Ordered;



Board of Health

In Concurrence with;



Town Manager



Director, Office of Emergency Management

EMERGENCY ORDER #3
EFFECTIVE MONDAY, MARCH 23, 2020 AT 5:00 pm
OF THE NANTUCKET SELECT BOARD
AND DIRECTOR OF HEALTH AND HUMAN SERVICES ON BEHALF
OF THE BOARD OF HEALTH
DIRECTING ALL INDIVIDUALS LIVING IN THE TOWN & COUNTY OF
NANTUCKET TO STAY AT THEIR PLACE OF RESIDENCE
EXCEPT THAT THEY MAY LEAVE TO
PROVIDE OR RECEIVE CERTAIN ESSENTIAL SERVICES OR
ENGAGE IN CERTAIN ESSENTIAL ACTIVITIES AND WORK FOR
ESSENTIAL BUSINESSES AND GOVERNMENTAL SERVICES;
DIRECTING ALL BUSINESSES AND GOVERNMENTAL AGENCIES TO
CEASE NON-ESSENTIAL OPERATIONS AT PHYSICAL LOCATIONS IN
NANTUCKET; PROHIBITING ALL NON-ESSENTIAL GATHERINGS
OF ANY NUMBER OF INDIVIDUALS; AND ORDERING CESSATION OF
ALL NON-ESSENTIAL TRAVEL

Please read this Order carefully. Violation of or failure to comply with this Order is punishable by a fine of up to One Thousand Dollars pursuant to Massachusetts General Laws Chapter 111, Section 122.

UNDER THE AUTHORITY OF MASSACHUSETTS GENERAL LAWS CHAPTER 111, §§95 THROUGH 105, THE NANTUCKET SELECT BOARD AND THE NANTUCKET BOARD OF HEALTH, ACTING THROUGH THE HEALTH AND HUMAN SERVICES DIRECTOR, ORDERS:

1. The intent of this Order is to ensure that the maximum number of people self-isolate in their places of residence to the maximum extent feasible, while enabling essential services to continue, to slow the spread of COVID-19 to the maximum extent possible. When people need to leave their places of residence, whether to obtain or perform vital services, or to otherwise facilitate authorized activities necessary for continuity of social and commercial life, they should at all times as reasonably possible comply with Social Distancing Requirements as defined in Section 7 below. All provisions of this Order should be interpreted to effectuate this intent. Failure to comply with any of the provisions of this Order constitutes an imminent threat to public health.
2. All individuals currently living within the Town and County of Nantucket (“Town”) are ordered to stay at their place of residence. To the extent individuals are using shared or outdoor spaces, they must at all times as reasonably possible maintain social distancing of at least six feet from any other person when they are outside their residence. All persons may leave their residences only for Essential Activities, Essential Governmental Functions, or to operate Essential Businesses, all as defined in Section 7. All businesses with a facility in the Town, except Essential Businesses as defined below in Section 7, are required to cease all activities at facilities located within the Town except Minimum Basic

Operations, as defined in Section 7. For clarity, businesses may also continue operations consisting exclusively of employees or contractors performing activities at their own residences (i.e., working from home). All Essential Businesses are strongly encouraged to remain open. To the greatest extent feasible, Essential Businesses shall comply with Social Distancing Requirements as defined in Section 7 below, including, but not limited to, when any customers are standing in line.

3. All public and private gatherings of any number of people occurring outside a household or living unit are prohibited, except for the limited purposes as expressly permitted in Section 7. Nothing in this Order prohibits the gathering of members of a household or living unit.
4. All travel on the island, including, but not limited to, travel on foot, bicycle, scooter, motorcycle, automobile, public transit, except Essential Travel and Essential Activities as defined below in Section 7, is prohibited. People must use public transit only for purposes of performing Essential Activities or to travel to and from work to operate Essential Businesses or maintain Essential Governmental Functions. People riding on public transit must comply with Social Distancing Requirements as defined in Section 7 below, to the greatest extent feasible. This Order allows travel into or out of the Town to perform Essential Activities, operate Essential Businesses, or maintain Essential Governmental Functions.
5. This Order is issued based on evidence of increasing occurrence of COVID-19 within the Commonwealth of Massachusetts and elsewhere in the Country, scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically, and evidence that the age, condition, and health of a significant portion of the population of the Town places it at risk for serious health complications, including death, from COVID-19. Due to the outbreak of the COVID-19 virus in the general public, which is now a pandemic according to the World Health Organization, there is a public health emergency throughout the Town. Making the problem worse, some individuals who contract the COVID-19 virus have no symptoms or have mild symptoms, which means they may not be aware they carry the virus. Because even people without symptoms can transmit the disease, and because evidence shows the disease is easily spread, gatherings can result in preventable transmission of the virus. The scientific evidence shows that at this stage of the emergency, it is essential to slow virus transmission as much as possible to protect the most vulnerable and to prevent the health care system from being overwhelmed. One proven way to slow the transmission is to limit interactions among people to the greatest extent practicable. Importantly, the island has limited medical care options and availability, including but not limited to the number of hospitals and other healthcare operations, the number of beds available generally and in intensive care units, as well an extremely limited number of ventilators. Additionally, the Town acknowledges that the size of the island population is driven by seasonal residents and visitors; during the winter months, including early spring, the food supply, services industry, public safety personnel, general governmental staff, and more, are at minimum levels. By reducing the spread of the COVID-19 virus, this Order helps preserve critical and limited healthcare capacity in the Town.

6. This Order incorporates by reference, the March 10, 2020 Declaration of Emergency issued by Governor Baker, and the Declaration of Emergency issued by the Nantucket Select Board on March 18, 2020, and, further, formally acknowledges that several states and municipalities have issued stay-at-home orders to address the rapid transmission of COVID-19 by those who do not yet show symptoms, but are carrying the virus, and those that have been identified as presumptive positive or confirmed positive for the virus.

7. Definitions and Exemptions.

- a. For purposes of this Order, individuals may leave their residence only to perform any of the following “Essential Activities.” People at high risk of severe illness from COVID-19 according to the U.S. Centers for Disease Control and Prevention (“CDC”) and people who are sick are urged to stay in their residence to the extent possible except as necessary to seek medical care.
 - i. To engage in activities or perform tasks essential to their health and safety, or to the health and safety of their family or household members (including, but not limited to, pets), such as, by way of example only and without limitation, obtaining medical supplies or medication, visiting a health care professional, or obtaining supplies they need to work from home.
 - ii. To obtain necessary services or supplies for themselves and their family or household members, or to deliver those services or supplies to others, such as, by way of example only and without limitation, canned food, dry goods, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, and any other household consumer products, and products necessary to maintain the safety, sanitation, and essential operation of residences.
 - iii. To engage in outdoor activity, provided the individuals comply with Social Distancing Requirements as defined in this Section, such as, by way of example and without limitation, walking, hiking, bicycling, surfing, or running.
 - iv. To perform work providing essential products and services at an Essential Business or to otherwise carry out activities specifically permitted in this Order, including Minimum Basic Operations.
 - v. To care for a family member or pet in another household.
- b. For purposes of this Order, individuals may leave their residence to work for or obtain services at any “Healthcare Operations”, including but not limited to hospitals, clinics, dentists, pharmacies, pharmaceutical and biotechnology companies, other healthcare facilities, healthcare suppliers, home healthcare services providers, mental health providers, marijuana dispensary or any related and/or ancillary healthcare services. “Healthcare Operations” also includes veterinary care and all healthcare services provided to animals. This exemption shall be construed broadly to avoid any impacts to the delivery of healthcare, broadly defined. “Healthcare Operations” expressly excludes fitness and exercise gyms, yoga studios, and similar facilities.

- c. For purposes of this Order, individuals may leave their residence to provide any services or perform any work necessary to the operations and maintenance of “Essential Infrastructure,” including, but not limited to, public works construction, airport operations, water, sewer, gas, electrical, roads and highways, public transportation, collection and proper disposal of solid waste, internet, and telecommunications systems, provided that they carry out those services or that work in compliance with Social Distancing Requirements as defined this Section, to the extent possible.
- d. For purposes of this Order, all first responders, emergency management personnel, emergency dispatchers, court personnel, and law enforcement personnel, and others who need to perform Essential Services are categorically exempt from this Order in connection with the provision of such services. Further, nothing in this Order shall prohibit any individual from performing or accessing “Essential Governmental Functions,” as determined by the governmental entity performing those functions. Each governmental unit in the Town shall identify and designate appropriate employees or contractors to continue providing and carrying out any Essential Governmental Functions. All Essential Governmental Functions shall be performed in compliance with Social Distancing Requirements as defined in this Section, to the extent possible.
- e. For the purposes of this Order, covered businesses include any for-profit, non-profit, or educational entities, regardless of the nature of the service, the function they perform, or its corporate or entity structure.
- f. For the purposes of this Order, “Essential Businesses” means:
 - i. Healthcare Operations and Essential Infrastructure;
 - ii. Grocery stores, farm and produce stands, supermarkets, food banks, convenience stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, and any other household consumer products (such as cleaning and personal care products). This includes stores that sell groceries and also sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences;
 - iii. Food cultivation, including farming, livestock, and fishing;
 - iv. Businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals;
 - v. Hotels, motels and leasing of residences ONLY for the purpose of providing shelter and lodging to people in accord with contractual agreements already in effect for people on the island as of the effective date of this order, or, in the event that temporary residences are needed for persons on the island whose residences are quarantined, to house non-

- residents providing essential government or health care services, or as overflow from healthcare operations as may be needed;¹
- vi. Newspapers, television, radio, and other media services;
 - vii. Gas stations and auto-supply, auto-repair, and related facilities;
 - viii. Banks and related financial institutions;
 - ix. Hardware stores;
 - x. Plumbers, electricians, exterminators, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, Essential Activities, and Essential Businesses;
 - xi. Businesses providing mailing and shipping services, including post office boxes;
 - xii. Educational institutions—including public and private K-12 schools, colleges, and universities—for purposes of facilitating distance learning or performing essential functions, provided that social distancing of six-feet per person is maintained to the greatest extent possible;
 - xiii. Laundromats, drycleaners, and laundry service providers;
 - xiv. Restaurants and other facilities that prepare and serve food, but only for delivery or carry out. Schools and other entities that typically provide free food services to students or members of the public may continue to do so under this Order on the condition that the food is provided to students or members of the public on a pick-up and take-away basis only. Schools and other entities that provide food services under this exemption shall not permit the food to be eaten at the site where it is provided, or at any other gathering site;
 - xv. Businesses that supply products needed for people to work from home;
 - xvi. Businesses that supply other essential businesses with the support or supplies necessary to operate;
 - xvii. Businesses that ship or deliver groceries, food, goods or services directly to residences
 - xviii. Airlines, ferries, taxis, and other public and private transportation providers providing transportation services necessary for Essential Activities and other purposes expressly authorized in this Order;
 - xix. Home-based care for seniors, adults, or children;
 - xx. Residential facilities and shelters for seniors, adults, and children;
 - xxi. Professional services, such as legal or accounting services, when necessary to assist in compliance with legally mandated activities
 - xxii. Childcare facilities providing services that enable employees exempted in this Order to work as permitted and approved pursuant to the March 18, 2020 Executive Order Temporarily Closing All Child Care Programs and Authorizing the Temporary Creation and Operation of Emergency Child Care Programs.

¹ **This section shall take effect on Wednesday, March 25, 2020 at 5:00 p.m.**, or such later date determined by the Town after consultation with appropriate state and federal entities. Until the effective date of this provision, it shall have the force of a strong recommendation to anyone considering coming to the Town.

- g. For the purposes of this Order, “Minimum Basic Operations” include the following, provided, however, that employees shall comply with Social Distancing Requirements as defined this Section, to the maximum extent possible, while carrying out such operations:
 - i. The minimum necessary activities to maintain the value of the business’s inventory, ensure security, process payroll and employee benefits, or for related functions.
 - ii. The minimum necessary activities to facilitate employees of the business being able to continue to work remotely from their residences.

- h. For the purposes of this Order, “Essential Travel” includes travel for any of the following purposes. Individuals engaged in any Essential Travel must comply with all Social Distancing Requirements as defined in this Section.
 - i. Any travel related to the provision of or access to Essential Activities, Essential Governmental Functions, Essential Businesses, or Minimum Basic Operations.
 - ii. Travel to care for elderly, minors, dependents, persons with disabilities, or other vulnerable persons.
 - iii. Travel to or from educational institutions for purposes of receiving materials for distance learning, for receiving meals, and any other related services.
 - iv. Travel required by law enforcement or court order.
 - v. Travel required for non-residents to return to their place of full-time residence outside the Town. Non-residents on the island as of the date of this Order are encouraged to consider returning to their full time residences or to other areas where more plentiful hospitalization services are available. All persons leaving the island under this paragraph are strongly encouraged to verify that transportation to their place of full-time residence remains available and functional prior to commencing such travel.
 - vi. Travel to return from outside Nantucket to a place of already-established full-time residence in the Town; residents shall include, but not be limited to the following: a person on the street or voter’s lists; a person that has registered their car at their Town address; a person who has listed their Town address as their primary address for purposes of taxation; and similar indicators of residency, a person who has traveled from their residence on the island within the last 30 days previous to this order and has documentation thereof, including, for example, a ferry or plane ticket receipt, or a person who leaves the island following the issuance of this Order for the purpose of providing Essential Governmental Functions or Essential Business, and has documentation thereof, such as a ferry or plane ticket receipt.²

² **This section shall take effect on Wednesday, March 25, 2020 at 5:00 p.m.** or such later date determined by the Town after consultation with appropriate state and federal entities. Until the effective date of this provision, it shall have the force of a strong recommendation to anyone considering coming to the Town.

- vii. Provided, further, that during the pendency of this order, any person travelling to the island for any of the purposes authorized hereunder shall be subject to the following additional requirements:
 - 1. Persons arriving on Nantucket by plane or boat may be asked to take their temperature, answer questions about where they have travelled, and to respond to any other precautionary questions of a similar nature considered appropriate by the CDC;
 - 2. No person shall knowingly travel to Nantucket during the period of this order after testing positive for COVID-19 unless they are also able to demonstrate that they have recovered therefrom through proof of two negative tests or otherwise in a manner meeting then-current CDC requirements;
 - 3. No person shall knowingly travel to Nantucket after being exposed to a person with COVID-19 unless they have been in quarantine for no less than 14 days since the knowing exposure and can provide evidence thereof;
 - 4. Any person travelling to Nantucket for purposes other than those that are emergency in nature under this order, shall self-isolate for no less than 14 days at their place of residence, ensuring that they are vigilant about social-distancing, even in their place of residence, until the self-isolation period ends;
 - 5. Any person travelling to Nantucket to provide healthcare services shall be exempt from paragraph 3 of this section, but shall exercise due care in accord with applicable CDC protocols to implement social distancing as described hereunder, other than during the treatment of patients or conduct of research.

- i. For purposes of this Order, “Social Distancing Requirements” includes maintaining at least six-foot social distancing from other individuals, washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands.

8. The Select Board and the Board of Health requests that the Chief of Police ensure compliance with and enforcement of this Order, and, further, that said Chief seeks the assistance of the Governor, State Representative and State Senator, and Attorney General to assist with enforcement, including, and, should the same prove necessary, the State Police or National Guard. The violation of any provision of this Order constitutes an imminent threat to public health.

9. Sections 1-12 of this Order, other than as set forth in Section 10, below, shall become effective at 5:00 p.m. on Monday, March 23, 2020 and will continue to be in effect through Sunday, April 6, 2020 , the remainder of the period schools are closed pursuant to the Governor’s March 15, 2020 Executive Order, with an expectation that unless there are significant factual changes concerning the spread of COVID-19 and the treatment thereof in general, and the facts specifically applicable to medical care and treatment capacity on the island, this Stay-at-Home Order may be extended by vote of the Select Board and Director of

Health and Human Services. To allow for planning by, and sufficient notice to, all residents and voters of the Town, of any possible extension, the Select Board and Director of Health and Human Services shall discuss any developments and the then-applicable facts at its April 1, 2020, scheduled Board Meeting, and at any meeting thereafter as such board deems appropriate. Notice of any approved extension shall be communicated to the public as provided in Section 11. Residents are encouraged to access the Town website frequently for updates.

10. The provisions of Section 7(f)(v) and 7(h)(vi) of this Order relative to travel to the island shall take effect at 5:00 p.m., Wednesday, March 25, 2020, or at such later time as the Town deems appropriate following consultation with state and federal level government entities as to implementation; if the effective date of such sections is delayed, notice of such delay, and then of the effective date of such sections, shall be made in the manner set forth in Section 11; provided, however, that until the provisions of Section 7(f)(v) and 7(h)(vi) takes effect in accord with the provisions of this paragraph, they shall be treated as a strong recommendation.

11. Copies of this Order and any other notices required by this Order shall promptly be: (1) made available at the Town Administration Building; (2) posted on the Town Website; and (3) provided to any member of the public requesting a copy of this Order; further, shall, as soon as reasonably possible following adoption of the same, be provided to the Boston Globe, Boston Herald, Cape Cod Times, Nantucket Inquirer and Mirror, and the Associated Press.

12. If any provision of this Order or the application thereof to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

IT IS SO ORDERED:

Nantucket Select Board, by its Chair

Nantucket Board of Health, by the Director of Health
and Human Services

March 22, 2020

EMERGENCY ORDER No. 4 Extension of Recreational Shellfish Licenses

In consideration of the State of Emergency declared in the Town of Nantucket and the Commonwealth of Massachusetts, upon recommendation of Emergency Management and Public Health Officials, and the need to protect the health of the inhabitants of the Town of Nantucket, the following order shall be implemented until such time as the State of Emergency has been lifted.

Given that fishing and shell fishing are defined as essential services for the purposes of gathering food, that 2019-2020 recreational shellfish licenses were set to expire on March 31, 2020 and that the Town has suspended the issuance of any new permits until the State of Emergency is lifted. It is Ordered by the Nantucket Select Board that all recreational shellfish licenses are extended until the State of Emergency is lifted and regular license sales resume. All 2020 licenses already sold are considered valid.

Any person engaging in recreational shell fishing is required to abide by all rules and regulations set by the Commonwealth of Massachusetts and the Town of Nantucket. This includes proper display of each individual's license while engaging in shell fishing. Any person(s) engaging in shell fishing must practice proper social distancing in as recommended by the CDC in an effort to curb the spread of COVID-19.

Date: April 8, 2020

So Ordered by the Nantucket Select Board;
Dawn Hill-Holdgate, Chair
Rita Higgins, Vice-Chair
Matt Fee, Member
Jason Bridges, Member
Kristie Ferrantella, Member

In Concurrence with:
C. Elizabeth Gibson, Town Manager
William Pittman, Director, Office of Emergency Management
Roberto Santamaria, Director, Department of Public Health
Jeff Carlson, Director, Natural Resources Department

**EMERGENCY ORDER NO. 5
EFFECTIVE TUESDAY, APRIL 21, 2020
OF THE NANTUCKET BOARD OF HEALTH
COVID-19 BACK TO WORK
PROGRAM FOR CONSTRUCTION
PHASE 1**

PURPOSE:

To provide the construction community on Nantucket with the ability to begin working again and completing projects with a very limited scope and number of workers on-site while still practicing social distancing and procedures to help prevent the spread of COVID-19, the Board of Health of the Town of Nantucket hereby issues the following Emergency Order No. 5 to establish the Phase 1 Back-to-Work Program for Construction and Landscaping on the Island of Nantucket.

The intent of this program is to be able to address the most important aspects of unfinished construction so that all work can be advanced to a point that protects the project from the dangers of prolonged exposure to weather, and to allow a certain limited amount of construction to complete much needed year-round housing, workforce housing and employee housing. Without the work listed below dwellings and other buildings will sustain damage that will render materials unusable and existing dwellings uninhabitable and the year-round affordable housing crisis will be worsened.

This Phase I level of work is limited to the work described below and is permissible subject to approval by the Building Commissioner subject to adherence with the general COVID-19 protocols enforceable by the Board of Health and the requirements of this Order. These protocols shall remain in place until the state of emergency is lifted or until further order of the Board of Health. New construction and renovation starts are not permitted, and only the work described herein will be allowed.

Status of Emergency Order No. 1

The purpose of this Emergency Order No. 5 is to expand upon and clarify Emergency Order No. 1, as supplemented on April 2, 2020 (“Emergency Supplemental Order”).

All projects described in the Emergency Supplemental Order will continue to be authorized in accordance with the terms of the Emergency Supplemental Order, provided that said projects are conducted in accordance with the requirements of this Emergency Order No. 5.

Only the projects listed in the Emergency Supplemental Order and this Emergency Order No. 5 will be permitted to begin or continue, and all other construction shall be prohibited until the moratorium is lifted or further allowances are incorporated in phases.

For purposes of the Emergency Supplemental Order and this Emergency Order No. 5, projects comprising “other work necessary to render occupied residential buildings fully habitable” shall

mean work on a residential building used for dwelling purposes that was complete and occupied at any time prior to March 20, 2020, and where the work relates to the habitability of the structure, such as work on kitchens and bathrooms, plumbing and electrical work, including activation of existing utilities, emergency repairs and the completion of work on renovations started prior to March 20, 2020. This section shall not apply to additions, unless they fit into one of the categories described below, or any other work deemed non-essential by the Building Commissioner.

Part 1: Allowable Construction

1. For the purposes of this Order, “unfinished construction” shall mean work on any dwelling, building or structure for which a building permit was issued, and work actually commenced prior to March 20, 2020 and which work was stopped in accordance with Emergency Order No. 1.
2. For purposes of this Order, the terms site, jobsite and project shall all be deemed to mean all work occurring on the same property whether the work is occurring in one or more buildings or pursuant to one or more permits.
3. Beginning on Tuesday, April 21, 2020, work on the following construction projects may resume in accordance with the terms of this Order:

Partially framed structures, dwellings or additions

- To allow the continued construction of partially framed structures to be framed so that the structure can be made weathertight, including the installation of roofing materials, windows and siding, but no interior finishing such as dry-wall, flooring, electrical, plumbing or HVAC work.

Unfinished roof work

- To allow for the completion of any roofing work on new structures and structures undergoing renovation.

Unfinished sidewall work

- To allow for the completion of any exterior sidewall work that was affected by the emergency order.

Other Residential Construction

- Any work deemed to be specifically for (1) year-round housing; (2) workforce housing; or (3) employee housing, as allowed by the Building Commissioner.

Essential and Emergency Work

- Existing and newly permitted projects which comprise essential construction as defined in Emergency Order No. 1, as Supplemented on April 2, 2020, may proceed with the approval of the Building Commissioner, provided that the project complies with said supplemental order and is conducted in accordance with this Emergency Order No. 5.

- Emergency repairs or other emergency work necessitated by circumstances beyond the control of the property owner or contractor may proceed with the approval of the Building Commissioner, provided that the work is conducted in accordance with this Emergency Order No. 5.

One Person Jobs

- Any construction work that can safely be undertaken with just one person on the jobsite.
- Workers wishing to perform one-person jobs must register with the Building Commissioner prior to commencing work. Registration shall include the name of the worker, the property address, the type of work to be done and the dates that the worker will be on the site. A registration form provided by the Building Commissioner shall be completed and submitted prior to the commencement of any work. The application shall be submitted either by hand delivery or mail to 2 Fairgrounds Road, Nantucket, MA, 02554 or by e-mail to pmurphy@nantucket-ma.gov.
- Work on a single project may be undertaken by more than one person, provided that only one worker may be on the site each day. Each additional worker must also register with the Building Commissioner. Under no circumstance shall more than one worker be on the site at a time.
- Work performed on one-person jobs shall comply with the General On-The-Job Procedures To Prevent Exposure And Limit The Transmission Of The Virus contained in this order, to the extent applicable to a one-person job, including: providing 24 hour advance notice and obtaining consent of the property owner, social distancing requirements if the property is occupied, hand-washing, wearing gloves and other PPE, and sanitizing all equipment and work areas.
- The Town reserves the right to reject any one-person job registration if it is determined that, due to the nature of the work or its location, the work cannot safely be conducted by just one person at a time.

Part 2: General Protocols:

APPLICATION PROCEDURE FOR MULTIPLE-WORKER JOBS

1. To request authority to proceed with an allowable project (except for One Person Jobs with a registration described above), the attached application form shall be completed and submitted to the Building Commissioner. The application shall be submitted either by hand delivery or mail to 2 Fairgrounds Road, Nantucket, MA, 02554 or by e-mail to pmurphy@nantucket-ma.gov.
2. Staff will endeavor to review and process the application in as short a time as possible and a response will be provided to the designated COVID-19 Officer by e-mail.
3. If the project is approved, a supplemental building permit will be issued by the Building Commissioner.

4. In order for construction to proceed, the COVID-19 Officer must display on the site the supplemental permit issued by the Building Commissioner and conduct the Construction Safety Stand Down as set forth below.

CONSTRUCTION SAFETY STAND DOWN

1. All construction sites with more than one worker **MUST** conduct a Safety Stand Down to disseminate and explain these Policies and Procedures to all employees, contractors, vendors and workers on the site upon the commencement of operations after issuance of approval and the commencement of each subsequent shift on that date. There shall be no work conducted on the site during the stand down, which shall take place during the first fifteen (15) minutes of each shift.
2. Each employee, contractor, vendor and worker on the site and the property owner shall sign a certificate that they have received and read this Order and that they will comply with the requirements hereof. Such signed certificate shall be retained by the COVID-19 officer and shall be available for inspection upon request. All notices must be translated for non-English speakers.
3. A copy of this Emergency Order No. 5 shall be conspicuously posted at the work site in such places as will be seen by workers and visitors to the site, including but not limited to at or near all employee entrances and break areas.
4. A laminated Placard on a form provided by the PLUS Department shall be posted at each jobsite with the name, phone number and e-mail address of each COVID-19 Officer responsible for the site. The Placard shall also include information for employees or property owners to report violations of this Order. No employee shall be penalized for making such a report.
5. Each company shall designate one or more COVID-19 officer(s) and provide their name and contact information to the Board of Health, Building Commissioner and PLUS Department. This step shall be completed by each company by completing and filing the attached form and prior to commencing work. At least one COVID-19 officer shall be on-site at all times that workers are on site and they shall be required to ensure that the requirements of this Order are strictly adhered to by all persons on-site.
6. The COVID-19 officer shall maintain a log of each employee, contractor, vendor, and worker on the site each day. The log shall include the arrival and departure time of the worker, method of transportation (company vehicle, personal vehicle, bicycle, etc.), the worker's home address, the worker's phone number and confirmation that the worker was screened and did not show any signs of being sick.

ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK

1. No person shall be permitted to enter the job site if they are exhibiting the symptoms below, and any person exhibiting any of the symptoms below, **MUST** report such symptoms to a supervisor of the COVID-19 Officer (via phone, text or email) immediately, and head home from the job site or stay home if already there.
2. Anyone who notices another person on the job site showing signs or complaining about such symptoms, shall report such observations to a supervisor or the COVID-19 Officer (via phone, text or email) and such symptomatic person shall be directed to leave the project site immediately.
3. The COVID-19 Officer shall make a written report of every person dismissed from or refused access to a jobsite due to the presence of COVID-19 symptoms. Said report shall include the person's name, home address, symptoms shown, date and time of dismissal, areas worked in and measures taken to protect other persons working in that area. Said report shall be provided to the Health Director and all other Supervisors on the jobsite as soon as possible but no later than the end of the work day.
4. If a person is dismissed from the jobsite due to the presence of COVID-19 symptoms, all work shall stop, the all workers shall be dismissed and the person shall not be permitted to return to the site until they are cleared by a medical professional. Prior to resuming work, the contractor shall submit a site specific risk analysis to the Board of Health, the Building Department and the PLUS Department to include, but not be limited to a list of all workers, vendors, inspectors, visitors and other individuals who the suspected worker had close contact with, as well as a description of the areas in which the individual worked, the tools and equipment used and other individuals who had close contact in those areas and the actions taken to clean and sanitize the site. Work shall not resume until the risk analysis and plan are approved by the Town.
5. COVID-19 Typical Symptoms:
 - Fever
 - Cough
 - Shortness of Breath
 - Sore Throat
6. Prior to starting a shift or other work or business on the job site, each person entering the jobsite will self-certify to their supervisor or other designated person that they:
 - Have no signs of a fever or a measured temperature greater than 100.3 degrees,
 - Had no cough or trouble breathing within the past 24 hours,
 - Have not had "close contact" with an individual diagnosed with COVID-19.
"Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes (this includes riding in a vehicle with), or coming in direct contact with

secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic.

- Have not been asked to self-isolate or quarantine by their doctor or a local public health official.

Persons exhibiting symptoms or unable to self-certify must be directed to leave the job site and seek medical attention and applicable testing by their health care provider. They are not to return to the job site until cleared by a medical professional.

GENERAL ON-THE-JOB PROCEDURES TO PREVENT EXPOSURE AND LIMIT THE TRANSMISSION OF THE VIRUS

Each employee of the company shall be issued a copy of the COVID-19 protocols as laid out below. These protocols set forth the minimum standards for safety practices necessary to prevent the spread of COVID-19. All persons working pursuant to this order are strongly encouraged to adopt any other safety measures deemed necessary to protect themselves and others.

- Stagger arrival and departure times of workers as much as possible.
- Hiring preference shall be given to workers who reside on the Island or who are able to remain on the Island for the duration of their work.
- The jobsite and all tools and equipment shall be sanitized the site between shifts.
- All workers shall be required to have a copy of the protocols issued by the COVID-19 officer, which clearly identifies the company, including any subcontractors, for which they are working.
- For any property that is occupied, the owner/occupants shall be given 24-hour notice of the scheduled work by the company that does the work. Workers shall not enter any portion of the property unless they are required to do so to perform their work or related functions.
- All workers must notify the COVID-19 officer prior to coming into any building and must wash hands immediately after entering.
- A supply of washable gloves or nitrile gloves, non-surgical masks, and disinfectants will be distributed to all workers. Gloves and masks shall be worn at all times on the job site.
- Disinfect all equipment before and after use, focusing on ‘touch points’, of power tools and hand tools and the like.
- Only enter offices for bathroom use and immediately wash hands. Disinfect all surfaces after use, including door handles of the bathroom and doors handles to the building.
- Social distancing will be mandatory. Workers will work independently as much as possible and shall maintain six-foot separation at all times unless workers need to be closer together to perform a specific task, and then only to preform that task.
- Communicate via phone, text, FaceTime, Zoom, etc. as much as possible. Document sharing, work lists, timesheets will be through electronic means only. No ‘paper’ will be allowed to be handled by other workers.
- Supplies and materials needed for the work shall be delivered to the site by the vendor when feasible.

- All materials received are subject to a 24-hour quarantine at the discretion of the Health Director. Nitrile gloves must be worn when handling the material after quarantine and while disposing of the material. Items delivered must be disinfected if possible. Finally, gloves should be discarded in the appropriate waste receptacle, and hands washed or sanitized.
- No more than **four (4)** people (not including one COVID-19 Officer) are allowed on an individual construction site on any one time.
- Equipment specific (beyond continual disinfecting of all surfaces):
 - All basic equipment, power and hand tools shall be assigned to individuals and not shared. If it is impossible not to share equipment, it must be disinfected in between users.
 - Equipment in need of repair will be left in an area designated by the COVID-19 officer. Workers will communicate equipment issues with the COVID-19 officer via phone or text.
 - Equipment to be repaired must be sanitized prior to drop leaving or returning to the site.
- Only one person shall be in a vehicle at any time when traveling to and from the job site. Assigning of vehicles is encouraged with disinfecting of vehicles in between each use. Vehicles that are shared shall be disinfected in between each user with the COVID-19 officer being notified of the transfer. Personal vehicles are encouraged to be used in place of sharing vehicles. Should an individual travel to a work site by alternative means (NRTA, bicycle, etc.) and not by vehicle, company or personal, the COVID-19 officer shall keep a list of these individuals for their company.
- All fuel tanks, fuel tank caps, door handles and steering wheels shall be disinfected upon any fueling activity of any equipment.
- Employees shall not share any food or drink.
- Employees should be encouraged not to leave the work site during their shift.
- Employees shall not be permitted on the jobsite unless they are on a shift.
- Employees shall be encouraged to bring any food and drink needed during the work day from home.
- Employees should avoid touching eyes, nose, and mouth with your hands.
- To avoid sharing germs, all persons must clean up after themselves. No person shall be responsible for moving, unpacking and packing up tools or other personal belongings of another person.
- All persons on a jobsite shall respect the privacy of others and shall not discuss symptoms or the diagnosis of any particular individual except for the purposes of making the disclosures required herein.
- Any training shall be done by video if possible, and if required, in as small a group as possible, held outside and following social distancing procedures.
- All gloves, masks or other personal protective equipment (PPE) shall be properly disposed of.
- No person on a jobsite site shall act in a manner which presents an unreasonable threat to the health and safety of other persons on the site or who may enter the site in the future.

Part 3: Enforcement

1. This Order shall be enforced as a regulation of the Board of Health in accordance with Massachusetts General Laws, Chapter 111, Section 31.
2. Any person or company who proceeds with work in accordance with this Order agrees that the jobsite and all related equipment shall be subject to random, unannounced inspections by any person authorized to enforce this Order.
3. The Contractor and COVID-19 safety officer shall be responsible for enforcing this Order on the site and they shall be responsible for any violations, whether or not they participated in or were aware of the violation.
4. Any person or company who violates this Order will be subject to issuance of an immediate COVID-19 related Stop Work Order and an assessment of the maximum penalty authorized by law. Said penalties will be issued both to the company and to the specific person(s) violating the protocols.
5. Any person aggrieved by an order or determination issued pursuant hereto may request a hearing before the Board of Health. This request must be in writing and received by the Board of Health within seven (7) days after the date the order or determination was served. You may attend the hearing and at that time you may produce any documentation and/or witnesses which show that why the order or determination should be reversed or modified by the Board. You may be represented by counsel at your own expense. A request for hearing Does Not operate as a stay of enforcement of an order and you will not be heard by the Board unless you are in full compliance with the terms stated herein.
6. Non-Criminal Disposition
This Order may be enforced by the Nantucket Health Director, Assistant Health Officer, Agent of the Board of Health, PLUS inspectors, and/or any Police Officer of the Town of Nantucket. Whoever violates any provision of this Order may be penalized by a noncriminal disposition process as provided in Massachusetts General Laws, Chapter 40, section 21D and the Town's non-criminal disposition by-law, Sections 1-2, 1-3, 1-4, 1-5, and 1-6 of the Code of the Town of Nantucket. If non-criminal disposition is elected, then any person who violates any provision of this Regulation shall be subject to a penalty in the amount of three hundred dollars (\$300.00) violation. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.
7. Other:
Whoever violates any provision of this Order may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law and as the district court may see fit to impose, the maximum penalty for each violation or offense shall be one thousand dollars (\$1,000). Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

The Nantucket Board of Health may enforce this Order or enjoin violations thereof through any lawful process, and the election of one remedy by the Nantucket Board of Health shall not preclude enforcement through any other lawful means.

So voted by the Nantucket Board of Health on April 19, 2020:

Stephen J. Visco, Chair

Malcolm W. MacNab, MD, PhD, Vice Chair

James A. Cooper, Member

Rita Higgins, Member

Helene M. Weld, RN, Member

EMERGENCY ORDER No. 6
EFFECTIVE TUESDAY, APRIL 21, 2020
OF THE NANTUCKET BOARD OF HEALTH
COVID-19 BACK TO WORK
PROGRAM FOR LANDSCAPING
PHASE 1

PURPOSE:

To provide the landscaping community on Nantucket the ability to maintain individual sites and preserve vegetation, life and health while still practicing social distancing and procedures to help prevent the spread of COVID-19. The intent of this protocol is to be able to maintain health of existing landscaped areas, not to install new or substantially alter landscaped areas. Much of this work is time sensitive as lawns and plants come out of winter dormancy and immediate steps need to be taken to prevent potential long-term health problems or plant loss. This level of work shall be allowed with strictly adhered to protocols as listed below. This protocol shall remain in place until the state of emergency is lifted. Protocols will not include installation of hardscaping or new landscape installations. This exemption shall only apply to the maintenance of existing living plants.

Status of Emergency Order No. 1

So much of Emergency Order No. 1, as supplemented on April 2, 2020 (“Emergency Supplemental Order”) that prohibits commercial landscaping is hereby repealed and replaced with the following. All other aspects of Emergency Order No. 1 and the Emergency Supplemental Order that do not relate to commercial landscaping shall remain in full force and effect, subject to Emergency Order No. 5.

Part 1: Allowable Landscaping

The following landscaping activities may be performed by commercial landscaping companies, provided that the work is done in accordance with the requirements of this Order:

Primary Activities:

The following activities may begin on Tuesday, April 21, 2020:

Initial site openings and maintenance:

- Removal of plant wraps, mounds or covers (burlap from evergreens, other covers)
- Removal of debris or dead material
- Pruning as necessary to maintain plants in good health
- Tick tubes
- Deer Spraying
- Stabilization of loose soils within planting beds
- Watering of existing vegetation

Greenhouse/growing operations:

- Planting of bare root material to maintain plant health
- Watering as needed to maintain plant health

- Potting or transfers as needed to maintain plant health
- Receipt and processing of previously ordered plant material

Irrigation System Commissioning:

- Initial startup and repair of irrigation systems
- Occupied properties – water must be on prior to work on system; no entry to living spaces is allowed. Basements or crawlspaces maybe accessed through direct exterior access points (bulkheads, panels) with no other person(s) present.
- Unoccupied properties – access to turn on water is allowed; all surfaces touched must be disinfected.

Lawns:

- Lime, Pre-emergents, pesticides or herbicides applied by properly licensed applicators
- Installation of grass/lawn to stabilize loose soils

Trees and shrubs:

- Cutting or pruning as needed to maintain plant health only or for safety purposes.
- Pre-emergents, pesticides or herbicides applied by properly licensed applicators

Golf Courses:

- Golf Courses that comply with site-specific orders of the Board of Health

Secondary Activities

The following activities may begin on Tuesday, April 28, 2020

- Mowing of lawns
- Installation of mulch or similar cover
- Application of fertilizers
- Other basic site maintenance
- Installation of greenhouse/stored material as needed to allow for the health of plants

Private Jobs

- Any landscaping work performed by one or more persons who actually reside on the site and who are not compensated for their work.

Except as provided above, all other commercial landscaping is prohibited.

Part 2: General Protocols:

APPLICATION PROCEDURE

1. To request authority to proceed with an allowable project, the attached form shall be completed and submitted to the Board of Health or Natural Resources Department either by hand delivery or mail to 2 Bathing Beach Road, Nantucket, MA, 02554 or by e-mail to jcarlson@nantucket-ma.gov.

2. Staff will endeavor to review and process the application in as short a time as possible and a response will be provided to the designated COVID-19 Officer by e-mail. If e-mail is not available a response can be made by phone.
3. If the application is approved, a copy signed by an Agent of the Board of Health shall be returned to the COVID-19 Officer requesting approval.
4. In order for work to proceed, the COVID-19 Officer and each crew member must display a copy of the authorization on the site conduct the Safety Stand Down as set forth below.

SAFETY STAND DOWN

1. All sites with more than one worker **MUST** conduct a Safety Stand Down to disseminate and explain these Policies and Procedures to all employees, contractors, vendors and workers on the site upon the commencement of operations after issuance of approval and the commencement of each subsequent shift on that date. There shall be no work conducted on the site during the stand down, which shall take place during the first fifteen (15) minutes of each shift.
2. Each employee, contractor, vendor and worker on the site and the property owner shall sign a certificate that they have received and read this Order and that they will comply with the requirements hereof. Such signed certificate shall be retained by the COVID-19 officer and shall be available for inspection upon request. All notices must be translated for non-English speakers.
3. A copy of this Emergency Order No. 6 shall be conspicuously posted at the work site in such places as will be seen by workers and visitors to the site, including but not limited to at or near all employee entrances and break areas.
4. A Placard on a form provided by the Natural Resources Department shall be posted at each jobsite with the name, phone number and e-mail address of each COVID-19 Officer responsible for the site. The Placard shall also include information for employees or property owners to report violations of this Order. No employee shall be penalized for making such a report.
5. Each company shall designate one or more COVID-19 officer(s) and provide their name and contact information to the Board of Health, Building Commissioner and PLUS Department. This step shall be completed by each company by completing and filing the attached form and prior to commencing work. At least one COVID-19 officer shall be on-site at all times that workers are on-site and they shall be required to ensure that the requirements of this Order are strictly adhered to by all persons on-site.
6. The COVID-19 officer shall maintain a log of each employee, contractor, vendor, and worker on the site each day. The log shall include the arrival and departure time of the worker, method of transportation (company vehicle, personal vehicle, bicycle, etc.), the

worker's home address, the worker's phone number and confirmation that the worker was screened and did not show any signs of being sick.

ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK

1. No person shall be permitted to enter the job site if they are exhibiting the symptoms below, and any person exhibiting any of the symptoms below, **MUST** report such symptoms to a supervisor of the COVID-19 Officer (via phone, text or email) immediately, and head home from the job site or stay home if already there.
2. Anyone who notices another person on the job site showing signs or complaining about such symptoms, shall report such observations to a supervisor or the COVID-19 Officer (via phone, text or email) and such symptomatic person shall be directed to leave the project site immediately.
3. The COVID-19 Officer shall make a written report of every person dismissed from or refused access to a jobsite due to the presence of COVID-19 symptoms. Said report shall include the person's name, home address, symptoms shown, date and time of dismissal, areas worked in and measures taken to protect other persons working in that area. Said report shall be provided to the Health Director and all other Supervisors on the jobsite as soon as possible but no later than the end of the work day.
4. If a person is dismissed from the jobsite due to the presence of COVID-19 symptoms, all work shall stop, the all workers shall be dismissed and the person shall not be permitted to return to the site until they are cleared by a medical professional. Prior to resuming work, the contractor shall submit a site specific risk analysis to the Board of Health, the Building Department and the PLUS Department to include, but not be limited to a list of all workers, vendors, inspectors, visitors and other individuals who the suspected worker had close contact with, as well as a description of the areas in which the individual worked, the tools and equipment used and other individuals who had close contact in those areas and the actions taken to clean and sanitize the site. Work shall not resume until the risk analysis and plan are approved by the Town.
5. COVID-19 Typical Symptoms:
 - Fever
 - Cough
 - Shortness of Breath
 - Sore Throat
6. Prior to starting a shift or other work or business on the job site, each person entering the jobsite will self-certify to their supervisor or other designated person that they:
 - Have no signs of a fever or a measured temperature greater than 100.3 degrees,
 - Had no cough or trouble breathing within the past 24 hours,
 - Have not had "close contact" with an individual diagnosed with COVID-19.
"Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19,

being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes (this includes riding in a vehicle with), or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic.

- Have not been asked to self-isolate or quarantine by their doctor or a local public health official.

Persons exhibiting symptoms or unable to self-certify must be directed to leave the job site and seek medical attention and applicable testing by their health care provider. They are not to return to the job site until cleared by a medical professional.

GENERAL ON-THE-JOB PROCEDURES TO PREVENT EXPOSURE AND LIMIT THE TRANSMISSION OF THE VIRUS

Each employee of the company shall be issued a copy of the COVID-19 protocols as laid out below. These protocols set forth the minimum standards for safety practices necessary to prevent the spread of COVID-19. All persons working pursuant to this order are strongly encouraged to adopt any other safety measures deemed necessary to protect themselves and others.

- Stagger arrival and departure times of workers as much as possible.
- Hiring preference shall be given to workers who reside on the Island or who are able to remain on the Island for the duration of their work.
- The jobsite and all tools and equipment shall be sanitized the site between shifts.
- All workers shall be required to have a copy of the protocols issued by the COVID-19 officer, which clearly identifies the company, including any subcontractors, for which they are working.
- For any property that is occupied, the owner/occupants shall be given 24-hour notice of the scheduled work by the company that does the work. Workers shall not enter any portion of the property unless they are required to do so to perform their work or related functions.
- All workers must notify the COVID-19 officer prior to coming into any building and must wash hands immediately after entering.
- A supply of washable gloves or nitrile gloves, non-surgical masks, and disinfectants will be distributed to all workers. Gloves and masks shall be worn at all times on the job site.
- Disinfect all equipment before and after use, focusing on ‘touch points’, of power tools and hand tools and the like.
- Only enter offices for bathroom use and immediately wash hands. Disinfect all surfaces after use, including door handles of the bathroom and doors handles to the building.
- Social distancing will be mandatory. Workers will work independently as much as possible and shall maintain six-foot separation at all times unless workers need to be closer together to perform a specific task, and then only to perform that task.
- Communicate via phone, text, FaceTime, Zoom, etc. as much as possible. Document sharing, work lists, timesheets will be through electronic means only. No ‘paper’ will be allowed to be handled by other workers.

- Supplies and materials needed for the work shall be delivered to the site by the vendor when feasible.
- All materials received are subject to a 24-hour quarantine at the discretion of the Health Director. Nitrile gloves must be worn when handling the material after quarantine and while disposing of the material. Items delivered must be disinfected if possible. Finally, gloves should be discarded in the appropriate waste receptacle, and hands washed or sanitized.
- No more than **two (2)** people (Not including one COVID-19 Officer) are allowed on an individual site on any one time.
- Equipment specific (beyond continual disinfecting of all surfaces):
 - All basic equipment, power and hand tools shall be assigned to individuals and not shared. If it is impossible not to share equipment, it must be disinfected in between users.
 - Equipment in need of repair will be left in an area designated by the COVID-19 officer. Workers will communicate equipment issues with the COVID-19 officer via phone or text.
 - Equipment to be repaired must be sanitized prior to drop leaving or returning to the site.
- Only one person shall be in a vehicle at any time when traveling to and from the job site. Assigning of vehicles is encouraged with disinfecting of vehicles in between each use. Vehicles that are shared shall be disinfected in between each user with the COVID-19 officer being notified of the transfer. Personal vehicles are encouraged to be used in place of sharing vehicles. Should an individual travel to a work site by alternative means (NRTA, bicycle, etc.) and not by vehicle, company or personal, the COVID-19 officer shall keep a list of these individuals for their company.
- All fuel tanks, fuel tank caps, door handles and steering wheels shall be disinfected upon any fueling activity of any equipment.
- Employees shall not share any food or drink.
- Employees should be encouraged not to leave the work site during their shift.
- Employees shall not be permitted on the jobsite unless they are on a shift.
- Employees shall be encouraged to bring any food and drink needed during the work day from home.
- Any training shall be done by video if possible, and if required, in as small a group as possible, held outside and following social distancing procedures.
- All gloves, masks or other personal protective equipment (PPE) shall be properly disposed of.
- No person on a jobsite site shall act in a manner which presents an unreasonable threat to the health and safety of other persons on the site or who may enter the site in the future.

Part 3: Enforcement

1. This Order shall be enforced as a regulation of the Board of Health in accordance with Massachusetts General Laws, Chapter 111, Section 31.
2. Any person or company who proceeds with work in accordance with this Order agrees that the jobsite and all related equipment shall be subject to random, unannounced inspections by any person authorized to enforce this Order.

3. The Contractor and COVID-19 safety officer shall be responsible for enforcing this Order on the site and they shall be responsible for any violations, whether or not they participated in or were aware of the violation.
4. Any person or company who violates this Order will be subject to issuance of an immediate COVID-19 related Stop Work Order and an assessment of the maximum penalty authorized by law. Said penalties will be issued both to the company and to the specific person(s) violating the protocols.
5. Any person aggrieved by an order or determination issued pursuant hereto may request a hearing before the Board of Health. This request must be in writing and received by the Board of Health within seven (7) days after the date the order or determination was served. You may attend the hearing and at that time you may produce any documentation and/or witnesses which show that why the order or determination should be reversed or modified by the Board. You may be represented by counsel at your own expense. A request for hearing Does Not operate as a stay of enforcement of an order and you will not be heard by the Board unless you are in full compliance with the terms stated herein.
6. Non-Criminal Disposition
This Order may be enforced by the Nantucket Health Director, Assistant Health Officer, Agent of the Board of Health, PLUS inspectors, and/or any Police Officer of the Town of Nantucket. Whoever violates any provision of this Order may be penalized by a noncriminal disposition process as provided in Massachusetts General Laws, Chapter 40, section 21D and the Town's non-criminal disposition by-law, Sections 1-2, 1-3, 1-4, 1-5, and 1-6 of the Code of the Town of Nantucket. If non-criminal disposition is elected, then any person who violates any provision of this Regulation shall be subject to a penalty in the amount of three hundred dollars (\$300.00) violation. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.
7. Other:
Whoever violates any provision of this Order may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law and as the district court may see fit to impose, the maximum penalty for each violation or offense shall be one thousand dollars (\$1,000). Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

The Nantucket Board of Health may enforce this Order or enjoin violations thereof through any lawful process, and the election of one remedy by the Nantucket Board of Health shall not preclude enforcement through any other lawful means.

So voted by the Nantucket Board of Health on April 19, 2020:

Stephen J. Visco, Chair

Malcolm W. MacNab, MD, PhD, Vice Chair
James A. Cooper, Member
Rita Higgins, Member
Helene M. Weld, RN, Member



NANTUCKET DEPARTMENT OF HEALTH & HUMAN SERVICES

3 EAST CHESTNUT STREET
NANTUCKET, MASSACHUSETTS 02554

Telephone 508.228.7200

Tele fax 508.325.6117

DECLARATION OF PUBLIC HEALTH EMERGENCY - EMERGENCY ORDER 7

Pursuant to the declaration of a public health emergency on March 20, 2020, G.L. c. 111, §122, 310 CMR 11.05, 105 CMR 300.200 and all other authorizing statutes and regulations, acting by and through its agent authorized under MGL c. 111, §31 we, the Board of Health of the Town of Nantucket, Massachusetts, hereby order the following for the protection of public health and safety and to protect against the outbreak of COVID-19 on the Island of Nantucket:

- 1) All employees of all “essential businesses” as defined in Governor Baker’s COVID-19 Executive Orders shall wear a face covering over their mouth and nose when interacting with the public and within six feet of a co-worker. The cloth face coverings recommended are not surgical masks or N-95 respirators, which should be left for medical professionals and first responders. See this link for information on making a cloth face covering: <https://www.cdc.gov/coronavirus/2019ncov/prevent-getting-sick/cloth-fac...>
- 2) All essential businesses shall post a sign on their main entrance doors advising consumers that it is highly recommended that the consumer entering the store wear a face covering.
- 3) Essential retail establishments as defined by Governor Baker’s Covid-19 Executive Orders must limit the number of customers and staff inside the establishment at any given time so that social distancing of six feet may be maintained. All retail establishments must establish maximum occupancy loads in accordance with the “Guidance for Grocery Stores” issued by the Massachusetts Commissioner of Public Health on April 7, 2020. See this order at: <https://www.mass.gov/doc/order-grocery-stores-40-percent/download>. Maximum occupancy shall be posted at each entrance to the establishment and shall be readily visible to members of the public.
- 4) All essential retail establishments shall comply with the March 20, 2020 order of the Department of Public Health, <https://www.mass.gov/doc/grocery-and-pharmacy-store-order/download>, including but not limited to enforcement of the prohibition on the use of reusable bags by customers.
- 5) This emergency order shall be effective beginning Tuesday, APRIL 21, 2020 AT 12:01AM and remain in effect until notice is given, pursuant to the Board of Health’s judgement that the Public Health Emergency no longer exists.

- 6) To the extent necessary, this Order shall be enforced by Board of Health officials, Nantucket Police Officers, and Building Inspectors, as agents for the Board of Health.
- 7) Whoever violates any provision of this Order may be penalized by a noncriminal disposition process as provided in Massachusetts General Laws, Chapter 40, section 21D and the Town's non-criminal disposition by-law, Sections 1-2, 1-3, 1-4, 1-5, and 1-6 of the Code of the Town of Nantucket.
- 8) If non-criminal disposition is elected, then any person who violates any provision of this Regulation shall be subject to a penalty in the amount of three hundred dollars (\$300.00) for each violation. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

ORDERED by Board of Health this 19th day of April 2020

Stephen J. Visco, Chair
Malcolm W. MacNab, MD, PhD, Vice Chair
James A. Cooper, Member
Rita Higgins, Member
Helene M. Weld, RN, Member

**EMERGENCY ORDER NO. 8
EFFECTIVE MONDAY MAY 11, 2020
OF THE NANTUCKET BOARD OF HEALTH
COVID-19 BACK TO WORK
PROGRAM FOR CONSTRUCTION
PHASE II**

PURPOSE:

To provide the construction community on Nantucket with the ability to begin moving to the next phase for construction projects to go back to work, by allowing the completion of projects previously started, provided that they limit the number of workers on-site while still practicing social distancing and procedures to help prevent the spread of COVID-19, the Board of Health of the Town of Nantucket hereby issues the following Emergency Order No. 8 to establish the Phase II Back-to-Work Program for Construction on the Island of Nantucket.

Beginning on Monday May 11, 2020, any allowable construction defined below may resume subject to the condition that there shall be no more than six (6) workers on a jobsite at any one time, unless a greater number is approved by the Building Commissioner, and that the work is conducted in accordance with the terms of Nantucket Construction Guidelines and Rules For Getting Back to Work.

All other construction is prohibited until further order of the Board of Health.

ALLOWABLE CONSTRUCTION

1. Unfinished construction, which shall mean any work for which a building permit or Certificate of Appropriateness by the Historic District Commission was issued, and work actually commenced prior to March 20, 2020 and which work was stopped in accordance with Emergency Order No. 1.
2. For purposes of this Order, the terms site, jobsite and project shall all be deemed to mean work occurring in one or more buildings/structures or pursuant to one or more permits, whether or not on the same property (i.e. Map and Parcel).
3. Emergency repairs or other emergency work necessitated by circumstances beyond the control of the property owner or contractor may proceed with the approval of the Building Commissioner.
4. Work previously authorized under the Supplement to Emergency Order No. 1. As described in an addendum hereto may proceed as previously authorized.
5. Work previously authorized under Emergency Order No. 5, except that a single worker registration form is no longer required. Multi-worker application approvals will automatically become subject to the provisions of this Emergency Order No. 8
6. Any work, including work pursuant to the issuance of a building permit issued after March 20, 2020, for dwelling units or a building that contains dwelling units subject to a

deed restriction limiting ownership or rental to households earning 150% or less of area median income.

ENFORCEMENT

This Order shall remain in effect until further order of the Board of Health and it shall be enforced in accordance with Nantucket Construction Guidelines Rules For Getting Back to Work.

NANTUCKET CONSTRUCTION GUIDELINES RULES FOR GETTING BACK

All construction work undertaken in the Town of Nantucket shall be conducted in accordance with the following procedures, until further Order of the Board of Health:

CONSTRUCTION SAFETY STAND DOWN

1. All construction sites with more than one worker **MUST** conduct a Safety Stand Down to disseminate and explain these Policies and Procedures to all employees, contractors, vendors and workers on the site upon the commencement of operations after issuance of approval and the commencement of each subsequent shift on that date. There shall be no work conducted on the site during the stand down, which shall take place during the first fifteen (15) minutes of each shift.
2. Each employee, contractor, vendor and worker on the site and the property owner shall sign a certificate that they have received and read this Order and that they will comply with the requirements hereof. Such signed certificate shall be retained by the COVID-19 officer and shall be available for inspection upon request. All notices must be translated for non-English speakers.
3. A copy of this Guideline shall be conspicuously posted at the work site in such places as will be seen by workers and visitors to the site, including but not limited to at or near all employee entrances and break areas. Any violation(s) of this order may be reported to the Building Commissioner, Paul Murphy, either via email pmurphy@nantucket-ma.gov, by telephone at 508-325-7587 extension 7057, or in writing by mail or hand-delivery to 2 Fairgrounds Road, Nantucket, MA 02554.
4. Each company shall designate one or more COVID-19 officer(s). At least one COVID-19 officer shall be on-site at all times that workers are on-site and they shall be required to ensure that the requirements of this Order are strictly adhered to by all persons on-site.
5. The COVID-19 officer shall maintain a log of each employee, contractor, vendor, and worker on the site each day. The log shall include the arrival and departure time of the worker, method of transportation (company vehicle, personal vehicle, bicycle, etc.), the worker's home address, the worker's phone number and confirmation that the worker was screened and did not show any signs of being sick.

ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK

1. No person shall be permitted to enter the job site if they are exhibiting the symptoms below, and any person exhibiting any of the symptoms below, **MUST** report such symptoms to a supervisor of the COVID-19 Officer (via phone, text or email) immediately, and head home from the job site or stay home if already there.
2. Anyone who notices another person on the job site showing signs or complaining about such symptoms, shall report such observations to a supervisor or the COVID-19 Officer

(via phone, text or email) and such symptomatic person shall be directed to leave the project site immediately.

3. The COVID-19 Officer shall make a written report of every person dismissed from or refused access to a jobsite due to the presence of COVID-19 symptoms. Said report shall include the person's name, home address, symptoms shown, date and time of dismissal, areas worked in and measures taken to protect other persons working in that area. Said report shall be provided to the Health Director and all other Supervisors on the jobsite as soon as possible but no later than the end of the work day.

4. If a person is dismissed from the jobsite due to the presence of COVID-19 symptoms, all work shall stop, the all workers shall be dismissed and the person shall not be permitted to return to the site until they are cleared by a medical professional. Prior to resuming work, the contractor shall submit a site specific risk analysis to the Board of Health, the Building Department and the PLUS Department to include, but not be limited to a list of all workers, vendors, inspectors, visitors and other individuals who the suspected worker had close contact with, as well as a description of the areas in which the individual worked, the tools and equipment used and other individuals who had close contact in those areas and the actions taken to clean and sanitize the site. Work shall not resume until the risk analysis and plan are approved by the Town.

5. COVID-19 Typical Symptoms:

- Fever
- Cough
- Shortness of Breath
- Sore Throat

6. Prior to starting a shift or other work or business on the job site, each person entering the jobsite will self-certify to their supervisor or other designated person that they:

- Have no signs of a fever or a measured temperature greater than 100.3 degrees,
- Had no cough or trouble breathing within the past 24 hours,
- Have not had "close contact" with an individual diagnosed with COVID-19.

"Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes (this includes riding in a vehicle with), or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic.

- Have not been asked to self-isolate or quarantine by their doctor or a local public health official.

Persons exhibiting symptoms or unable to self-certify must be directed to leave the job site and seek medical attention and applicable testing by their health care provider. They are not to return to the job site until cleared by a medical professional.

GENERAL ON-THE-JOB PROCEDURES TO PREVENT EXPOSURE AND LIMIT THE TRANSMISSION OF THE VIRUS

Each employee of the company shall be issued a copy of the COVID-19 protocols as laid out below. These protocols set forth the minimum standards for safety practices necessary to prevent the spread of COVID-19. All persons working pursuant to this order are strongly encouraged to adopt any other safety measures deemed necessary to protect themselves and others.

- Stagger arrival and departure times of workers as much as possible.
- Hiring preference shall be given to workers who reside on the Island or who are able to remain on the Island for the duration of their work.
- The jobsite and all tools and equipment shall be sanitized the site between shifts.
- All workers shall be required to have a copy of the protocols issued by the COVID-19 officer, which clearly identifies the company, including any subcontractors, for which they are working.
- For any property that is occupied, the owner/occupants shall be given 24-hour notice of the scheduled work by the company that does the work. Workers shall not enter any portion of the property unless they are required to do so to perform their work or related functions.
- All workers must notify the COVID-19 officer prior to coming into any building and must wash hands immediately after entering.
- A supply of washable gloves or nitrile gloves, non-surgical masks, and disinfectants will be distributed to all workers. Gloves and masks shall be worn at all times on the job site.
- Disinfect all equipment before and after use, focusing on ‘touch points’, of power tools and hand tools and the like.
- Only enter offices for bathroom use and immediately wash hands. Disinfect all surfaces after use, including door handles of the bathroom and doors handles to the building.
- Social distancing will be mandatory. Workers will work independently as much as possible and shall maintain six-foot separation at all times unless workers need to be closer together to perform a specific task, and then only to preform that task.
- Communicate via phone, text, FaceTime, Zoom, etc. as much as possible. Document sharing, work lists, timesheets will be through electronic means only. No ‘paper’ will be allowed to be handled by other workers.
- Supplies and materials needed for the work shall be delivered to the site by the vendor when feasible.
- All materials received are subject to a 24-hour quarantine at the discretion of the Health Director. Nitrile gloves must be worn when handling the material after quarantine and while disposing of the material. Items delivered must be disinfected if possible. Finally, gloves should be discarded in the appropriate waste receptacle, and hands washed or sanitized.
- Equipment specific (beyond continual disinfecting of all surfaces):
 - All basic equipment, power and hand tools shall be assigned to individuals and not

shared. If it is impossible not to share equipment, it must be disinfected in between users.

- Equipment in need of repair will be left in an area designated by the COVID-19 officer. Workers will communicate equipment issues with the COVID-19 officer via phone or text.
 - Equipment to be repaired must be sanitized prior to drop leaving or returning to the site.
- No more than two people shall be in a vehicle at one time and if more than one person is in a vehicle, both people shall be required to be wearing masks while in the vehicle. Assigning of vehicles is encouraged with disinfecting of vehicles in between each use. Vehicles that are shared shall be disinfected in between each user with the COVID-19 officer being notified of the transfer. Personal vehicles are encouraged to be used in place of sharing vehicles. Should an individual travel to a work site by alternative means (NRTA, bicycle, etc.) and not by vehicle, company or personal, the COVID-19 officer shall keep a list of these individuals for their company.
 - All fuel tanks, fuel tank caps, door handles and steering wheels shall be disinfected upon any fueling activity of any equipment.
 - Employees shall not share any food or drink.
 - Employees should be encouraged not to leave the work site during their shift.
 - Employees shall not be permitted on the jobsite unless they are on a shift.
 - Employees shall be encouraged to bring any food and drink needed during the work day from home.
 - Employees should avoid touching eyes, nose, and mouth with your hands.
 - To avoid sharing germs, all persons must clean up after themselves. No person shall be responsible for moving, unpacking and packing up tools or other personal belongings of another person.
 - All persons on a jobsite shall respect the privacy of others and shall not discuss symptoms or the diagnosis of any particular individual except for the purposes of making the disclosures required herein.
 - Any training shall be done by video if possible, and if required, in as small a group as possible, held outside and following social distancing procedures.
 - All gloves, masks or other personal protective equipment (PPE) shall be properly disposed of.
 - No person on a jobsite site shall act in a manner which presents an unreasonable threat to the health and safety of other persons on the site or who may enter the site in the future.

ENFORCEMENT

1. This Order shall be enforced as a regulation of the Board of Health in accordance with Massachusetts General Laws, Chapter 111, Section 31.
2. Any person or company who proceeds with work in accordance with this Order agrees that the jobsite and all related equipment shall be subject to random, unannounced inspections by any person authorized to enforce this Order.

3. The Contractor and COVID-19 safety officer shall be responsible for enforcing this Order on the site and they shall be responsible for any violations, whether or not they participated in or were aware of the violation.
4. Any person or company who violates this Order will be subject to issuance of an immediate COVID-19 related Stop Work Order and an assessment of the maximum penalty authorized by law. Said penalties will be issued both to the company and to the specific person(s) violating the protocols.
5. Any person aggrieved by an order or determination issued pursuant hereto may request a hearing before the Board of Health. This request must be in writing, and received by the Board of Health within seven (7) days after the date the order or determination was served. You may attend the hearing and at that time you may produce any documentation and/or witnesses which show that why the order or determination should be reversed or modified by the Board. You may be represented by counsel at your own expense. A request for hearing Does Not operate as a stay of enforcement of an order and you will not be heard by the Board unless you are in full compliance with the terms stated herein.

6. Non-Criminal Disposition

This Order may be enforced as a regulation of the Board of Health by the Nantucket Health Director, Assistant Health Officer, Agent of the Board of Health, PLUS inspectors, and/or any Police Officer of the Town of Nantucket.

Whoever violates any provision of this Order may be penalized by a noncriminal disposition process as provided in Massachusetts General Laws, Chapter 40, section 21D and the Town's non-criminal disposition by-law, Sections 1-2, 1-3, 1-4, 1-5, and 1-6 of the Code of the Town of Nantucket.

If non-criminal disposition is elected, then any person who violates any provision of this Regulation shall be subject to a penalty in the amount of three hundred dollars (\$300.00) violation. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

7. Other:

Whoever violates any provision of this Order may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law and as the district court may see fit to impose, the maximum penalty for each violation or offense shall be one thousand dollars (\$1,000). Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

The Nantucket Board of Health may enforce this Order or enjoin violations thereof through any lawful process, and the election of one remedy by the Nantucket Board of Health shall not preclude enforcement through any other lawful means.

EMERGENCY ORDER No. 9
EFFECTIVE Monday May 11, 2020
OF THE NANTUCKET BOARD OF HEALTH
COVID-19 BACK TO WORK
PROGRAM FOR LANDSCAPING
PHASE 2

PURPOSE:

To provide the landscaping community on Nantucket the ability to maintain individual sites and preserve vegetation, life and health while still practicing social distancing and procedures to help prevent the spread of COVID-19, on April 19, 2020, the Board of Health issued the Phase 1 back-to-work landscape order (Emergency Order No. 6). The intent of that order was to allow commercial landscape companies to conduct work for the purpose of maintaining health of existing landscaped areas, not to install new or substantially alter landscaped areas. Much of this work is time sensitive as lawns and plants come out of winter dormancy and immediate steps need to be taken to prevent potential long-term health problems or plant loss. As previous measures to prevent the spread of the virus on the Island of Nantucket have been effective, the Board of Health now enacts this Phase 2 back-to-work landscape order (Emergency Order No. 8), to allow additional landscape work to be conducted. This level of work shall be allowed with strictly adhered to protocols as listed below. This protocol shall remain in place until the state of emergency is lifted or further broadened in subsequent phases. Protocols will not include installation of hardscaping or new landscape installations.

Status of Emergency Order Nos. 1 and 6

So much of Emergency Order No. 1, as supplemented on April 2, 2020 (“Emergency Supplemental Order”) that prohibits commercial landscaping was repealed and replaced with Emergency Order No. 6. . The purpose of this Emergency Order No. 8 is to replace Emergency Order No. 6 by adding to the list of landscaping projects that will be allowed to proceed while the state of emergency is in effect. All other aspects of Emergency Order No. 1 and the Emergency Supplemental Order that do not relate to commercial landscaping shall remain in full force and effect, subject to Emergency Order Nos. 5 and 7.

Part 1: Allowable Landscaping

The following landscaping activities may be performed by commercial landscaping companies, provided that the work is done in accordance with the requirements of this Order:

Primary Activities:

The following activities may begin on Tuesday, April 21, 2020:

Initial site openings and maintenance:

- Removal of plant wraps, mounds or covers (burlap from evergreens, other covers)
- Removal of debris or dead material
- Pruning as necessary to maintain plants in good health
- Tick tubes
- Deer Spraying
- Stabilization of loose soils within planting beds

- Watering of existing vegetation

Greenhouse/growing operations:

- Planting of bare root material to maintain plant health
- Watering as needed to maintain plant health

- Potting or transfers as needed to maintain plant health
- Receipt and processing of previously ordered plant material

Irrigation System Commissioning:

- Initial startup and repair of irrigation systems
- Occupied properties – water must be on prior to work on system; no entry to living spaces is allowed. Basements or crawlspaces maybe accessed through direct exterior access points (bulkheads, panels) with no other person(s) present.
- Unoccupied properties – access to turn on water is allowed; all surfaces touched must be disinfected.

Lawns:

- Lime, Pre-emergents, pesticides or herbicides applied by properly licensed applicators
- Installation of grass/lawn to stabilize loose soils

Trees and shrubs:

- Cutting or pruning as needed to maintain plant health only or for safety purposes.
- Pre-emergents, pesticides or herbicides applied by properly licensed applicators

Golf Courses:

- Golf Courses that comply with site-specific orders of the Board of Health

Secondary Activities

The following activities may begin on Tuesday, April 28, 2020

- Mowing of lawns
- Installation of mulch or similar cover
- Application of fertilizers
- Other basic site maintenance
- Installation of greenhouse/stored material as needed to allow for the health of plants

Private Jobs

- Any landscaping work performed by one or more persons who actually reside on the site and who are not compensated for their work.

Phase 2:

The following activities may begin on [date]

Pool/Spa Commissioning:

- Water/well turn on
 - Occupied properties – water must be on prior to work on system; no entry to living spaces is allowed. Basements or crawlspaces maybe accessed through direct exterior access points (bulkheads, panels) with no other person(s) present.
 - Unoccupied properties – access to turn on water is allowed; all surfaces touched must be disinfected.
- Inspection of all systems for proper function
- Removal of winter covers

- Chemical treatment of pools/spas
- Repair of the system as needed

Other site work services that are necessary to maintaining the safety, sanitation, and essential operation of residences, businesses and certain other buildings may be permitted but only for the minimum amount of work needed to address the safety, sanitation or essential operation issue. For example, the following types of work may be considered as eligible for approval under this section: [list]

Except as provided above, all other commercial landscaping is prohibited.

Part 2: General Protocols:

APPLICATION PROCEDURE

1. To request authority to proceed with an allowable project, the attached form shall be completed and submitted to the Board of Health or Natural Resources Department either by hand delivery or mail to 2 Bathing Beach Road, Nantucket, MA, 02554 or by e-mail to jcarlson@nantucket-ma.gov.
2. Staff will endeavor to review and process the application in as short a time as possible and a response will be provided to the designated COVID-19 Officer by e-mail. If e-mail is not available a response can be made by phone.
3. If the application is approved, a copy signed by an Agent of the Board of Health shall be returned to the COVID-19 Officer requesting approval.
4. In order for work to proceed, the COVID-19 Officer and each crew member must display a copy of the authorization on the site conduct the Safety Stand Down as set forth below.
5. For permission to conduct other site work services that are necessary to maintaining the safety, sanitation, and essential operation of residences, businesses and certain other buildings, the following additional permit procedures shall apply:

The applicant shall provide the following:

- a. Street Address
- b. Map and Parcel
- c. Work Description documenting the minimal amount of work to address the safety, sanitation or essential operation of the residence.
- d. Photographs shall be provided of the area where work is proposed.
- e. Property Owner sign-off allowing access to the site by the Town for the purposes of inspection
- f. Estimated time frame for completion

Prior to issuing a permit, the Natural Resources Department shall inspect the site and

provide a written response authorizing the work or reasoning for denying the application.

Should more time be required to complete the work than initially estimated, a written request must be filed with the Department 48 hours prior to the expiration of this permit. The site will be inspected and a determination issued.

Upon completion the applicant shall notify the Natural Resources Department. The Natural Resources Department shall inspect the site for compliance with the work description.

SAFETY STAND DOWN

1. All companies with more than one worker **MUST** conduct a Safety Stand Down to disseminate and explain these Policies and Procedures to all employees, contractors, vendors and workers upon the commencement of operations after issuance of approval and the commencement of each subsequent shift on that date. There shall be no work conducted during the stand down, which shall take place during the first fifteen (15) minutes of each shift.
2. Each employee, contractor, vendor and worker on the site shall sign a certificate that they have received and read this Order and that they will comply with the requirements hereof. Such signed certificate shall be returned to the Natural Resources Department. All notices must be translated for non-English speakers.
3. A copy of this Emergency Order No. 8 shall be conspicuously posted at the work site in such places as will be seen by workers and visitors to the site, including but not limited to at or near all employee entrances and break areas.
4. A Placard on a form provided by the Natural Resources Department shall be posted at each jobsite with the name, phone number and e-mail address of each COVID-19 Officer responsible for the site. The Placard shall also include information for employees or property owners to report violations of this Order. No employee shall be penalized for making such a report.
5. Each company shall designate one or more COVID-19 officer(s) and provide their name and contact information to the Board of Health, Building Commissioner and PLUS Department. This step shall be completed by each company by completing and filing the attached form and prior to commencing work. At least one COVID-19 officer shall be on-site at all times or primary COVID officer shall be inspecting each site to ensure that the requirements of this Order are strictly adhered to by all persons on-site.
6. The COVID-19 officer shall maintain a log of each employee, contractor, vendor, and worker on the site each day. The log shall include the arrival and departure time of the worker, method of transportation (company vehicle, personal vehicle, bicycle, etc.), the worker's home address, the worker's phone number and confirmation that the worker was screened and did not show any signs of being sick.

ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK

1. No person shall be permitted to enter the job site if they are exhibiting the symptoms below, and any person exhibiting any of the symptoms below, **MUST** report such symptoms to a supervisor of the COVID-19 Officer (via phone, text or email) immediately, and head home from the job site or stay home if already there.
2. Anyone who notices another person on the job site showing signs or complaining about such symptoms, shall report such observations to a supervisor or the COVID-19 Officer (via phone, text or email) and such symptomatic person shall be directed to leave the project site immediately.
3. The COVID-19 Officer shall make a written report of every person dismissed from or refused access to a jobsite due to the presence of COVID-19 symptoms. Said report shall include the person's name, home address, symptoms shown, date and time of dismissal, areas worked in and measures taken to protect other persons working in that area. Said report shall be provided to the Health Director and all other Supervisors on the jobsite as soon as possible but no later than the end of the work day.
4. If a person is dismissed from the jobsite due to the presence of COVID-19 symptoms, all work shall stop, the all workers shall be dismissed and the person shall not be permitted to return to the site until they are cleared by a medical professional. Prior to resuming work, the contractor shall submit a site specific risk analysis to the Board of Health and the Natural Resources Department to include, but not be limited to a list of all workers, vendors, inspectors, visitors and other individuals who the suspected worker had close contact with, as well as a description of the areas in which the individual worked, the tools and equipment used and other individuals who had close contact in those areas and the actions taken to clean and sanitize the site. Work shall not resume until the risk analysis and plan are approved by the Town.
5. COVID-19 Typical Symptoms:
 - Fever
 - Cough
 - Shortness of Breath
 - Sore Throat
6. Prior to starting a shift or other work or business on the job site, each person entering the jobsite will self-certify to their supervisor or other designated person that they:
 - Have no signs of a fever or a measured temperature greater than 100.3 degrees,
 - Had no cough or trouble breathing within the past 24 hours,
 - Have not had "close contact" with an individual diagnosed with COVID-19. *"Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes (this includes riding in a vehicle with), or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person*

who has tested positive for COVID-19, while that person was symptomatic.

- Have not been asked to self-isolate or quarantine by their doctor or a local public health official.

Persons exhibiting symptoms or unable to self-certify must be directed to leave the job site and seek medical attention and applicable testing by their health care provider. They are not to return to the job site until cleared by a medical professional.

GENERAL ON-THE-JOB PROCEDURES TO PREVENT EXPOSURE AND LIMIT THE TRANSMISSION OF THE VIRUS

Each employee of the company shall be issued a copy of the COVID-19 protocols as laid out below. These protocols set forth the minimum standards for safety practices necessary to prevent the spread of COVID-19. All persons working pursuant to this order are strongly encouraged to adopt any other safety measures deemed necessary to protect themselves and others.

- Stagger arrival and departure times of workers as much as possible.
- Hiring preference shall be given to workers who reside on the Island or who are able to remain on the Island for the duration of their work.
- The jobsite and all tools and equipment shall be sanitized the site between shifts.
- All workers shall be required to have a copy of the protocols issued by the COVID-19 officer, which clearly identifies the company, including any subcontractors, for which they are working.
- For any property that is occupied, the owner/occupants shall be given 24-hour notice of the scheduled work by the company that does the work. Workers shall not enter any portion of the property unless they are required to do so to perform their work or related functions.
- All workers must notify the COVID-19 officer prior to coming into any building and must wash hands immediately after entering.
- A supply of washable gloves or nitrile gloves, non-surgical masks, and disinfectants will be distributed to all workers. Gloves and masks shall be worn at all times on the job site. Should an employee need to take a break from wearing a mask they must move greater than six feet away from any person remove the mask, rest and replace the mask when ready to return to work.
- Disinfect all equipment before and after use, focusing on ‘touch points’, of power tools and hand tools and the like.
- Only enter offices for bathroom use and immediately wash hands. Disinfect all surfaces after use, including door handles of the bathroom and doors handles to the building.
- Social distancing will be mandatory. Workers will work independently as much as possible and shall maintain six-foot separation at all times unless workers need to be closer together to perform a specific task, and then only to preform that task.
- Communicate via phone, text, FaceTime, Zoom, etc. as much as possible. Document sharing, work lists, timesheets will be through electronic means only. No ‘paper’ will be allowed to be handled by other workers.

- Supplies and materials needed for the work shall be delivered to the site by the vendor when feasible.
- All materials received are subject to a 24-hour quarantine at the discretion of the Health Director. Nitrile gloves must be worn when handling the material after quarantine and while disposing of the material. Items delivered must be disinfected if possible. Finally, gloves should be discarded in the appropriate waste receptacle, and hands washed or sanitized.
- No more than **four (4)** workers shall be permitted on a site of 5,000 square feet or more in area and no more than **two (2)** workers shall be permitted on a site of less than 5,000 square feet in area (In addition to the workers, one COVID-19 Officer may be present on the site solely for the purpose of supervising the work and ensuring compliance with the terms of the Order and shall not be assigned or participate in landscaping-related activities).
- Equipment specific (beyond continual disinfecting of all surfaces):
 - All basic equipment, power and hand tools shall be assigned to individuals and not shared. If it is impossible not to share equipment, it must be disinfected in between users.
 - Equipment in need of repair will be left in an area designated by the COVID-19 officer. Workers will communicate equipment issues with the COVID-19 officer via phone or text.
 - Equipment to be repaired must be sanitized prior to drop leaving or returning to the site.
- No more than two people shall be in a vehicle at one time and if more than one person is in a vehicle, both people shall be required to be wearing masks while in the vehicle. One person per vehicle is still the preferred method of transportation. Assigning of vehicles is encouraged with disinfecting of vehicles in between each use. Vehicles that are shared shall be disinfected in between each user with the COVID-19 officer being notified of the transfer. Personal vehicles are encouraged to be used in place of sharing vehicles. Should an individual travel to a work site by alternative means (NRTA, bicycle, etc.) and not by vehicle, company or personal, the COVID-19 officer shall keep a list of these individuals and their mode of transportation as part of the required daily log.
- All fuel tanks, fuel tank caps, door handles and steering wheels shall be disinfected upon any fueling activity of any equipment.
- Employees shall not share any food or drink.
- Employees should be encouraged not to leave the work site during their shift.
- Employees shall not be permitted on the jobsite unless they are on a shift.
- Employees shall be encouraged to bring any food and drink needed during the work day from home.
- Any training shall be done by video if possible, and if required, in as small a group as possible, held outside and following social distancing procedures.
- All gloves, masks or other personal protective equipment (PPE) shall be properly disposed of.
- No person on a jobsite site shall act in a manner which presents an unreasonable threat to the health and safety of other persons on the site or who may enter the site in the future.

Part 3: Enforcement

1. This Order shall be enforced as a regulation of the Board of Health in accordance with Massachusetts General Laws, Chapter 111, Section 31.
2. Any person or company who proceeds with work in accordance with this Order agrees that the jobsite and all related equipment shall be subject to random, unannounced inspections by any person authorized to enforce this Order.
3. The Contractor and COVID-19 safety officer shall be responsible for enforcing this Order on the site and they shall be responsible for any violations, whether or not they participated in or were aware of the violation.
4. Any person or company who violates this Order will be subject to issuance of an immediate COVID-19 related Stop Work Order and an assessment of the maximum penalty authorized by law. Said penalties will be issued both to the company and to the specific person(s) violating the protocols.
5. Any person or company who violates this Order or who conducts work outside of the scope of an authorization issued pursuant to this Order, may be deemed ineligible to conduct any further landscaping work in the Town until after the State of Emergency is lifted.
6. Any person aggrieved by an order or determination issued pursuant hereto may request a hearing before the Board of Health. This request must be in writing and received by the Board of Health within seven (7) days after the date the order or determination was served. You may attend the hearing and at that time you may produce any documentation and/or witnesses which show that why the order or determination should be reversed or modified by the Board. You may be represented by counsel at your own expense. A request for hearing Does Not operate as a stay of enforcement of an order and you will not be heard by the Board unless you are in full compliance with the terms stated herein.
7. Non-Criminal Disposition
This Order may be enforced by the Nantucket Health Director, Assistant Health Officer, Agent of the Board of Health, PLUS inspectors, Natural Resource Officers and/or any Police Officer of the Town of Nantucket. Whoever violates any provision of this Order may be penalized by a noncriminal disposition process as provided in Massachusetts General Laws, Chapter 40, section 21D and the Town's non-criminal disposition by-law, Sections 1-2, 1-3, 1-4, 1-5, and 1-6 of the Code of the Town of Nantucket. If non-criminal disposition is elected, then any person who violates any provision of this Regulation shall be subject to a penalty in the amount of three hundred dollars (\$300.00) violation. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.
8. Other:
Whoever violates any provision of this Order may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law

and as the district court may see fit to impose, the maximum penalty for each violation or offense shall be one thousand dollars (\$1,000). Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense.

The Nantucket Board of Health may enforce this Order or enjoin violations thereof through any lawful process, and the election of one remedy by the Nantucket Board of Health shall not preclude enforcement through any other lawful means.

So voted by the Nantucket Board of Health on[date]:

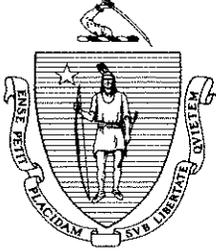
Stephen J. Visco, Chair

Malcolm W. MacNab, MD, PhD, Vice Chair

James A. Cooper, Member

Rita Higgins, Member

Helene M. Weld, RN, Member



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER EXTENDING THE CLOSING OF CERTAIN WORKPLACES
AND THE PROHIBITION ON GATHERINGS OF MORE THAN 10 PEOPLE**

COVID-19 Order No. 21

Extending the Operation of COVID-19 Order No. 13

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”);

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the number of presumptive positive and confirmed cases of COVID-19 continues to rise exponentially in the Commonwealth. As of March 30, 2020, the Department of Public Health had reported 5,752 cases of COVID-19, including 56 deaths, with all counties in the Commonwealth impacted;

WHEREAS, the Department of Public Health continues to urge all residents of the Commonwealth to limit activities outside of the home and to practice social distancing at all times to limit the spread of this highly contagious and potentially deadly virus;

WHEREAS, on March 19, 2020, the Federal Cybersecurity and Infrastructure Security Agency issued guidance to assist States with identifying critical infrastructure sectors whose workers provide services and functions that are essential to maintain in order to support a strong response to the COVID-19 pandemic;

WHEREAS, on March 23, 2020, I issued an Order that designated COVID-19 Essential Services, temporarily closed the bricks-and-mortar premises of businesses and organizations that do not provide COVID-19 Essential Services, and prohibited gatherings of more than 10 people;

WHEREAS, on March 28, 2020, the Federal Cybersecurity and Infrastructure Security Agency issued updated guidance on the identification of critical infrastructure sectors during the COVID-19 Response;

WHEREAS, as Governor, I have identified additional services and functions that likewise are essential to promote the public health and welfare of the Commonwealth, and therefore it is imperative to ensure that workers providing critical services and functions in these State and Federally designated sectors may continue to work to ensure community resilience and continuity of response efforts; and

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over public assemblages in order to protect the health and safety of persons, transportation and travel by any means or mode, regulating the sale of articles of food and household articles, and policing, protection, and preservation of public and private property;

NOW, THEREFORE, I hereby order the following:

The provisions of the March 23, 2020 Order Assuring Continued Operation of Essential Services in the Commonwealth, Closing Certain Workplaces, and Prohibiting Gatherings of More than 10 People (“COVID-19 Order No. 13”) are hereby extended until May 4, 2020. Accordingly, all businesses and other organizations that do not provide COVID-19 Essential Services shall not re-open their bricks-and-mortar premises to workers, customers, or the public before May 4, 2020.

Gatherings of more than 10 people also remain prohibited until May 4, 2020.

Effective at 12:00 noon on April 1, 2020, Exhibit A of the previously issued COVID-19 Order No. 13 is hereby replaced with the attached, updated Exhibit A of even date with this Order to reflect the revised guidance of the Federal Cybersecurity and Infrastructure Security Agency and the additional services and functions that I, as Governor, have identified as essential to promote the public health and welfare of the Commonwealth.

The Commissioner of Public Health shall continue to issue guidance as necessary and subject to my approval to implement the terms of COVID-19 Order No. 13.

The Massachusetts Department of Transportation, in consultation with the Division of Capital and Asset Management and Maintenance, shall issue guidance and enforcement procedures for the safe operation of public works construction sites, consistent with the terms of Exhibit A of COVID-19 Order No. 13.

The Department of Public Health, along with any board of health or authorized agent pursuant to G. L. c. 111, § 30, shall continue to enforce the terms of COVID-19 Order No. 13 and implementing guidance issued under the authority of that Order as here amended.

In addition, I renew my directive to the Commissioner of Public Health to act under the authority of G. L. c. 17, § 2A and G. L. c. 111, § 6 or any other appropriate authority to supplement the terms of COVID-19 Order No. 13 in the event she determines additional measures are required to ensure that its terms are observed.

This Order is effective immediately and shall remain in effect until May 4, 2020 unless further extended.

Given in Boston at 1:35 PM this 31st day
of March, two thousand and twenty

A handwritten signature in black ink, appearing to read "Charles D. Baker". The signature is written in a cursive style and is positioned above a horizontal line.

CHARLES D. BAKER

GOVERNOR

Commonwealth of Massachusetts

EMERGENCY ALERTS

Coronavirus Update

Stay informed about coronavirus – COVID-19. Learn more. *May. 1st, 2020, 9:00 am* [Read more](#) 

HIDE ALERTS



Mass.gov

PRESS RELEASE

Baker-Polito Administration Extends Non-Essential Business Closures to May 18th, Announces Reopening Advisory Board

Gatherings of 10 or more prohibited until May 18th, Stay at Home Advisory Remains in Effect

FOR IMMEDIATE RELEASE:

4/28/2020

Office of Governor Charlie Baker and Lt. Governor Karyn Polito

Governor’s Press Office

Executive Office of Health and Human Services

Department of Public Health

Executive Office of Housing and Economic Development

MEDIA CONTACT

Sarah Finlaw, Press Secretary, Governor's Office

Phone

(617) 725-4025 (tel:6177254025)

Online

gov.press@state.ma.us (mailto:gov.press@state.ma.us)



BOSTON — Today, the Baker-Polito Administration extended the essential services emergency order to May 18th and launched a Reopening Advisory Board that will produce a plan to the Governor by May 18th. The Administration also announced that the

Department of Public Health's Stay At Home Advisory remains in effect and gatherings of 10 or more people remain prohibited until May 18th.

Essential Services Order: Governor Charlie Baker's emergency order requiring that all businesses and organizations that do not provide "COVID-19 Essential Services" close their physical workplaces and facilities to workers, customers and the public will be extended until May 18th. Businesses and organizations not on the list of essential services are encouraged to continue operations through remote means that do not require workers, customers, or the public to enter or appear at the brick-and-mortar premises closed by the order. This order also extends the existing ban on gatherings of more than 10 people until May 18th.

Stay at Home Advisory: Governor Charlie Baker announced that the Department of Public Health's stay-at-home advisory will remain in effect. Residents are strongly urged to stay home and avoid unnecessary travel and other unnecessary person to person contact during this time period. Residents who are considered at high risk when exposed to COVID-19 should limit social interactions with other people as much as possible.

Executive Branch Employee Guidance: The Baker-Polito Administration today also extended the guidance issued to Executive Branch employees on protocol during the COVID-19 outbreak to ensure state government can continue to provide key services while protecting the health and safety of the public and the Executive Branch workforce. Under the guidance, all employees performing non-core functions who are able to work remotely should continue to do so until May 18th.

Reopening Advisory Board: Today, Governor Baker announced the formation of the Reopening Advisory Board, which will be Co-Chaired by Lt. Governor Karyn Polito and Housing and Economic Development Secretary Mike Kennealy. The Board brings public health officials together with leaders from the business community and municipal government from across the Commonwealth. This group is charged with advising the administration on strategies to reopen the economy in phases based on health and safety metrics. It will meet with key stakeholders and solicit input from a variety of constituencies over the next three weeks to develop a report by May 18th that will include DPH approved workplace safety standards, industry frameworks and customer protocols and guidelines,

including enforcement mechanisms and coordination with municipal leaders. This report is due on the 18th, but the administration has made clear that public health data and guidance from health care experts will dictate the timeline of the re-opening process.

The 17-member Advisory Board is composed of three public health officials, including Department of Public Health Commissioner Dr. Monica Bharel, three municipal officials, and eleven leaders from the business community, including MassDOT Secretary and CEO Stephanie Pollack. Members of the Advisory Board bring a range of perspectives to the table, such as an understanding of workplaces and workforces and insights into key areas like financial markets, education, manufacturing and transportation.

Reopening Advisory Board Members:

- Aron Ain, CEO, Kronos Inc & Ultimate Software
- Carlo Zaffanella, Vice President and General Manager, Maritime & Strategic Systems, General Dynamics Mission Systems
- Corey Thomas, CEO, Rapid 7
- Daniel Rivera, Mayor, City of Lawrence
- Rochelle Walensky, MD, MPH, Massachusetts General Hospital
- Girish Navani, CEO and Co-Founder, eClinicalWorks
- Joe Bahena, Senior Vice President, Joseph Abboud Manufacturing
- Kathryn Burton, Chief of Staff, City of Boston
- Laurie Leshin, Ph.D., President, Worcester Polytechnic Institute
- Linda Markham, President, Cape Air
- Mark Keroack, President & CEO, Baystate Health
- Dr. Monica Bharel, M.D., Commissioner, Department of Public Health
- Nicole LaChapelle, Mayor, City of Easthampton
- Pamela Everhart, Head of Regional Public Affairs and Community Relations, Fidelity Investments

- Stephanie Pollack, Transportation Secretary and CEO
- Steve DiFillippo, CEO, Davios Restaurants
- Wendy Hudson, Owner, Nantucket Book Partners

###

Media Contact

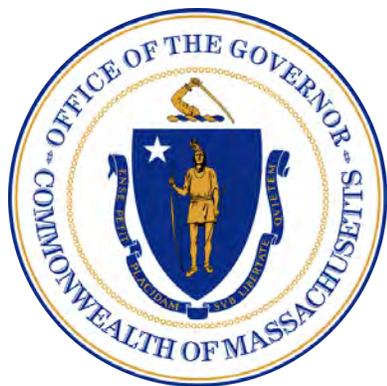
Sarah Finlaw, Press Secretary, Governor's Office

Phone

(617) 725-4025 (tel:6177254025)

Online

gov.press@state.ma.us (mailto:gov.press@state.ma.us)



Office of Governor Charlie Baker and Lt. Governor Karyn Polito

[\(/orgs/office-of-the-governor\)](/orgs/office-of-the-governor)

Governor Charlie Baker, Lt. Governor Karyn Polito and the Baker-Polito Administration are working to respond to the ongoing COVID-19 outbreak and keep Massachusetts residents safe and healthy.

More [\(/orgs/office-of-the-governor\)](/orgs/office-of-the-governor)

EMERGENCY ALERTS

Coronavirus Update

Stay informed about coronavirus – COVID-19. Learn more. *Mar. 27th, 2020, 4:00 pm* [Read more](#) 

HIDE ALERTS



Mass.gov

PRESS RELEASE

Baker-Polito Administration Announces Travel Guidelines and New Health Care Resources To Support COVID-19 Response

FOR IMMEDIATE RELEASE:

3/27/2020

Office of Governor Charlie Baker and Lt. Governor Karyn Polito

Governor's Press Office

Department of Public Health

Executive Office of Health and Human Services

Massachusetts Department of Transportation

MEDIA CONTACT

Sarah Finlaw, Press Secretary, Governor's Office

Phone

(617) 725-4025 (tel:6177254025)

Online

gov.press@state.ma.us (mailto:gov.press@state.ma.us)



BOSTON — Today, the Baker-Polito Administration announced new COVID-19 public health emergency responses issuing new guidelines on travel and transportation, and offering further support for health care professionals and patients.

Earlier today, Governor Charlie Baker, Lt. Governor Karyn Polito, Senate President Karen Spilka and House Speaker Robert DeLeo also announced an agreement to extend the 2019 state individual income tax filing and payment deadline from April 15 to July 15, matching the

July 15 deadline for filing federal individual income taxes. More details are available [here](#) (</news/massachusetts-announces-state-income-tax-filing-deadline-being-extended-to-july-15>).

Travel Guidance: Beginning March 27, all travelers arriving to Massachusetts are instructed to self-quarantine for 14 days. This guidance will be displayed as posters at service plazas along I-90 eastbound, distributed as flyers at major transportation hubs and on posted on highway message boards. Visitors are instructed not to travel to Massachusetts if they are displaying symptoms. Health care workers, public health workers, public safety workers, transportation workers and designated essential workers are exempt from this requirement.

Medical School Graduation: Health and Human Services Secretary Marylou Sudders and DPH Commissioner Dr. Monica Bharel have coordinated with Massachusetts medical schools to facilitate early graduation of their qualified fourth-year students to allow graduates to support the health care workforce during the COVID-19 response. This coordinated effort includes Boston University School of Medicine, University of Massachusetts Medical School, Tufts University School of Medicine and Harvard Medical School.

Emergency Limited Medical Licenses: The Board of Registration in Medicine will provide medical school graduates who have matched as an intern, resident or fellow with a Board-approved Massachusetts health care facility or training program with Emergency 90-Day Limited Licenses to practice medicine to ensure that our health care workforce is prepared during the COVID-19 public health emergency.

To qualify, medical residents must fill out an application to be approved by the program or facility, and once approved, residents will receive the emergency license and be able to start when their program begins. This Emergency Limited License will allow medical staff to provide support while the regular screening progresses, and it is not a substitute for the regular Limited License process.

Buoy Health Care Tool: The Baker-Polito Administration announced the launch of Buoy Health's new online resource for residents to check their symptoms and connect with the next appropriate health care resource. This tool does not replace emergency medical care, but it may be used as a support for residents during the COVID-19 outbreak to connect them with appropriate health care resources if they display coronavirus symptoms.

Buoy Health's online 24/7 tool is free for Massachusetts residents and uses current COVID-19 guidance from the CDC and Massachusetts Department of Public Health.

Visit [Buoy.com/mass](http://www.buoy.com/mass) (<http://www.buoy.com/mass>) to learn more and use the tool.

Advanced Practice Registered Nurses (APRNs): The administration has issued a public health order to provide APRNs in good standing with greater flexibility in their prescribing practices. This order includes the following updates:

- Certified nurse midwives will be allowed to continue to prescribe as already authorized.
- Authorizes APRNs who have at least two years of supervised practice experience to prescribe without physician supervision.
- Authorizes APRNs with fewer than two years of supervised practice experience to prescribe with physician supervision, but without the normally required written guidelines.

Read the order [here](/doc/march-26-2020-advanced-practice-registered-nurses-order) (</doc/march-26-2020-advanced-practice-registered-nurses-order>).

MassHealth Waiver: The Centers for Medicare and Medicaid Services (CMS) has approved, in part, the Baker-Polito Administration's [1135 waiver](#) (<https://www.medicaid.gov/state-resource-center/disaster-response-toolkit/federal-disaster-resources/index.html>) to fast-track MassHealth enrollment, streamline administrative requirements for providers and better deliver critically needed health care services during the COVID-19 public health emergency. CMS has approved the following items of the waiver:

- Enrollment of out-of-state providers and easing other provider requirements when enrolling in MassHealth.
- Allowing providers to be reimbursed for care in alternative, unlicensed settings.
- Suspension of prior authorization requirements and extending pre-existing prior authorizations through the emergency.

Health Care Professional Volunteers: To support ongoing COVID-19 emergency response efforts, the Baker-Polito Administration has partnered with the Massachusetts Medical Society to match volunteers with our communities and health care providers based on skillsets and need. There is an immediate need for respiratory therapists and public health

nurses, and the administration is asking health care professionals interested in volunteering to sign up at [MAResponds.org \(/health-services-covid-19-volunteer-form\)](https://MAResponds.org (/health-services-covid-19-volunteer-form)).

###

Media Contact

Sarah Finlaw, Press Secretary, Governor's Office

Phone

(617) 725-4025 (tel:6177254025)

Online

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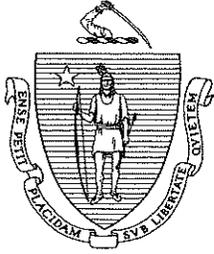


Office of Governor Charlie Baker and Lt. Governor Karyn Polito

[\(/orgs/office-of-the-governor\)](https://orgs/office-of-the-governor)

Governor Charlie Baker, Lt. Governor Karyn Polito, and members of their administration are committed to making Massachusetts the best place to live, work, and raise a family.

More [\(/orgs/office-of-the-governor\)](https://orgs/office-of-the-governor)



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(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

ORDER REQUIRING FACE COVERINGS IN PUBLIC PLACES WHERE SOCIAL DISTANCING IS NOT POSSIBLE

COVID-19 Order No. 31

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”);

WHEREAS, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the Federal Centers for Disease Control have determined that COVID-19 is spread mainly by person to person contact and that the best means of slowing the spread of the virus is through practicing social distancing and by minimizing personal contact with environments where the virus may be spread;

WHEREAS, the Department of Public Health continues to urge all residents of the Commonwealth to limit activities outside of the home and to practice social distancing at all times to limit the spread of this highly contagious and potentially deadly virus;

WHEREAS, public health experts have determined that it is possible for an infected individual to transmit COVID-19 even when the individual does not exhibit symptoms of the virus;

WHEREAS, the Centers for Disease Control and Department of Public Health have advised individuals to wear cloth face coverings when they are out of the home and may be in close proximity to others in order to prevent transmission of this highly contagious virus;

WHEREAS, the number of confirmed cases of COVID-19 continues to rise in the Commonwealth. As of April 30, 2020, the Department of Public Health had reported 62,205 cases of COVID-19, including 3,562 deaths, with all counties across the Commonwealth affected;

WHEREAS, the eventual reopening of businesses and public places in the Commonwealth will require residents to continue to take precautions, including the wearing of masks or cloth face coverings; and

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over assemblages and pedestrian travel in order to protect the health and safety of persons; transportation or travel; regulation of the sale of articles of food and household articles; and the policing, protection, and preservation of public and private property;

NOW, THEREFORE, I hereby Order the following:

Effective Wednesday, May 6, 2020, any person over age two who is in a place open to the public in the Commonwealth, whether indoor or outdoor, and is unable to or does not maintain a distance of approximately six feet from every other person shall cover their mouth and nose with a mask or cloth face covering, except where a person is unable to wear a mask or face covering due to a medical condition or the person is otherwise exempted by Department of Public Health guidance. A person who declines to wear a mask or cloth face covering because of a medical condition shall not be required to produce documentation verifying the condition. This requirement applies to all workers and customers of businesses and other organizations open to the public that are permitted to operate as COVID-19 Essential Businesses as defined in Appendix A of COVID-19 Order 13, as extended by COVID-19 Orders 21 and 30.

All persons are required to wear masks or cloth face coverings at all times when inside grocery stores, pharmacies, and other retail stores. All persons are also required to wear masks or cloth face coverings when providing or using the services of any taxi, car, livery, ride-sharing, or similar service or any means of mass public transit, or while within an enclosed or semi-enclosed transit stop or waiting area.

All persons are strongly discouraged from using medical-grade masks to meet the requirements of this Order, as medical-grade masks should be reserved for healthcare workers and first responders.

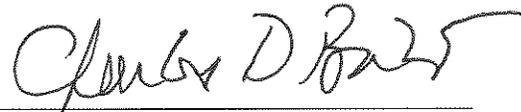
The Commissioner of Public Health is directed to issue guidance, subject to my approval, to implement the terms of this Order, which shall include guidance for the use of face coverings by children between the ages of two and five years old.

If a customer refuses to wear a mask or cloth face covering for non-medical reasons, a business may decline entry to the individual.

The Department of Public Health, local boards of health and authorized agents pursuant to G. L. c. 111, § 30 are authorized to enforce this Order and if necessary may do so with the assistance of State or municipal police. Violation of the terms of this Order or Department of Public Health Guidance may result in a civil fine of up to \$300 per violation, in the manner provided for non-criminal disposition of violations of municipal by-law, ordinance, rule, or regulation pursuant to G. L. c. 40, § 21D.

This Order is effective Wednesday, May 6, 2020, and shall remain in effect until rescinded or until the emergency is terminated, whichever happens first.

Given in Boston at 9:30AM this 1st day of
May, two thousand and twenty



CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts

Economic Recovery Group	5/8/2020
Sector	Representative
Select Board (Chair)	Jason M. Bridges
Interim President, Chamber	Kristie Ferrantella
Culture & Tourism Director	Janet E. Schulte
Retail	Bess Clarke
	Julie Biondi
Lodging	Jamie Holmes
	Scott Thomas
ReMain	Cecil Barron Jensen
Builders	Pat Levesque
	Kevin Dineen
Non Profits	Margaretta Andrews
	Joe Hale
Real Estate	Marion Roland-Conley
	Gary Winn
Private Clubs	Stephen Creese
Restaurants	Orla Murphy-LaScola
Event Planners	Maggie Stewart
Transportation/Delivery	Dave Fredericks
Marine/Boating	Catherine Slattery
Hospital	Chris Glowacki
Entertainment	Packy Norton
Town Staff	
Town Administration	Rachel Day
Licensing	Amy Baxter
PLUS	Leslie Snell
Human Services	Taylor Hilst
Fin Com	Peter Schaeffer
Board of Health	Malcom MacNab
Other	
Tourism & Travel expert/seasonal	Elliot Lees
Facilitator	Julia Novak

As of 5/8/2020, two invitations



Agenda Item Summary

Agenda Item #	VIII. 1.
Date	5/13/2020

Staff

Brian E. Turbitt, Finance Director

Subject

Sale of \$15,704,313 in General Obligation Bond Anticipation Notes, Series A and B

Executive Summary

The Town, through its financial advisors, recently completed a competitive sale of \$15,704,313 in General Obligation Bond Anticipation Notes. Series A consisted of: Town Projects \$1,625,000; Sewer Projects \$2,060,313; Airport Projects \$189,000; Water Projects \$750,000. Series B was made up of the following: Sewer Projects \$1,250,000; Airport Projects \$4,000,000; Affordable Housing Trust Fund \$4,580,000; Water Projects \$1,250,000.

Staff Recommendation

Recommend approval of the sale of the General Obligation Bond Anticipation Notes in Series A and B, and the signing of the notes.

Background/Discussion

The sale of the notes took place on Tuesday May 5, 2020. The Town received 6 bids for the notes. The winning bid was received from Morgan Stanley & Co, LLC. The coupon rate was 1.25% with a Net Interest Cost of .6311%.

Impact: Environmental Fiscal Community Other

Budgetary Cost of \$93,244.36 to be paid when the notes mature.

Board/Commission Recommendation

N/A

Public Outreach

None

Connection to Existing Applicable Plan (i.e. Strategic Plan, Master Plan, etc.)

None

Attachments

Vote of the Select Board.



VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen (the "Select Board") of the Town of Nantucket, Massachusetts, certify that at a meeting of the board held May 13, 2020, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of \$15,704,313 1.25 percent General Obligation Bond Anticipation Notes (the "Notes") of the Town dated May 22, 2020, payable November 13, 2020, to Morgan Stanley & Co. LLC at par and accrued interest, if any, plus a premium of \$46,170.68.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated April 29, 2020, as amended, and a final Official Statement dated May 6, 2020, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes and to comply with relevant securities laws.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no

deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended, and all as further suspended, supplemented or modified by the Executive Order of the Governor of The Commonwealth of Massachusetts Suspending Certain Provisions of the Open Meeting Law, Chapter 30A, §20 dated March 12, 2020.

Dated: May 13, 2020

Clerk of the Select Board

82848119v.1



TOWN OF NANTUCKET

Nancy L. Holmes, CMC
Town and County Clerk

16 Broad Street, Nantucket, Massachusetts 02554-3590

May 2020

Select Board
Town of Nantucket
16 Broad Street
Nantucket, MA 02554

This letter serves to respectfully request the Select Board re-appoint Janet Coffin of 326 Milestone Road to another three-year term as Registrar for the Town of Nantucket.

Mrs. Coffin's term has expired, and as you know she has ably served the Town as Registrar for more than twenty years, and she would like to continue to do so.

Thank you very much.

Sincerely,


Nancy L. Holmes
Town Clerk



Agenda Item Summary

Agenda Item #	IX. 1
Date	5/13/2020

Staff

Katie Cabral

Subject

National Grid Utility Petition – Commercial St

Executive Summary

National Grid to install approx. 110' of 9-5" conduits from MH 3, with 2-5" going to riser P1 on Commercial Street and 7-5" conduits going to NGrid Substation yard.

Staff Recommendation

Approve with Departmental Conditions.

Background/Discussion

n/a

Impact: Environmental Fiscal Community Other

n/a

Board/Commission Recommendation

n/a

Public Outreach

Abutter notifications sent and 2 weeks of notices in I&M

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

n/a

Attachments

Departmental comments; NGrid petition; Maps/emails



UTILITY PETITIONS DEPARTMENTAL COMMENTS

APPLICANT: NATIONAL GRID
TYPE: Manhole and Duct Locations
SITE ADDRESS: Commercial Street
HEARING DATE: March 18, 2020

COMMENTS

NPD: No Issues. – Lt. MacVicar
FIRE: No Issues. – Chief Murphy
PLANNING: No Response
DPW: *
SEWER: *
WWCo: They will need to call for a mark out of water mains and services in the area prior to excavation. – Mark Willett

*Sewer and DPW Directors were in contact with NGrid engineer and agreed on the following: NGrid's new ducts be placed under all other facilities with a minimum separation of 20 inches. Changing the conduit configurations may be necessary to meet this requirement. Also, (if needed) having KOBO replace drains or sewer pipes while the trench is open, but the cost and liability of this replacement be sent to corresponding department, Ngrid will provide the trench and resurfacing.

****Contractor must obtain all required Town permits prior to the commencement of work, including but not limited to Street Opening and Street Blocking permits.**

Katie Cabral

From: Santos, Fabio <Fabio.Santos@nationalgrid.com>
Sent: Monday, March 09, 2020 11:55 AM
To: Robert McNeil; Katie Cabral; Paluch, Wendy Andrea; Cardinal, Joseph A.
Cc: Blanch, Deborah A.; Wilding, Adam; Stephen Arceneaux; Richard Moore; Ziad F. Kary; David Gray; Mark Willett
Subject: RE: EXT || FW: Commercial St/L8 Underground work petition

Good morning,

We had conversations last week with DPW and Sewer department and the agreement we have is for Ngrid's new ducts be placed under all other facilities with a minimum separation of 20 inches. When we get to these crossings will be changing the conduit configurations to meet this requirements. Also agreed to was the possibility (if needed) having KOBO replace drains or sewer pipes while the trench is open, but the cost and liability of this replacement be sent to corresponding department, Ngrid will provide the trench and resurfacing. Hoping to get this work done the next few weeks following the hearing.

Thanks for your help

Fabio Santos

[nationalgrid](#)

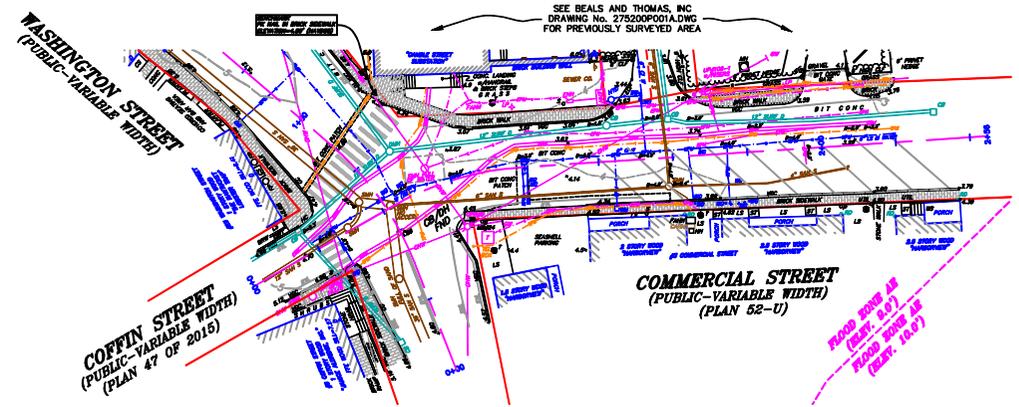
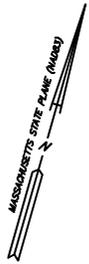
Electric Distribution Design / Engineering
100 E Ashland St, Brockton, MA 02301
Office: 508- 897-5843 Fax: 508-232-7277
Fabio.Santos@nationalgrid.com

From: Robert McNeil <rmcneil@nantucket-ma.gov>
Sent: Friday, February 28, 2020 2:39 PM
To: Santos, Fabio <Fabio.Santos@nationalgrid.com>; Katie Cabral <kcabral@nantucket-ma.gov>; Paluch, Wendy Andrea <Wendy.Paluch@nationalgrid.com>
Cc: Blanch, Deborah A. <Deborah.Blanch@nationalgrid.com>; Wilding, Adam <awilding@burnsmcd.com>; Stephen Arceneaux <sarceneaux@nantucket-ma.gov>; Richard Moore <rmoore@nantucket-ma.gov>; Ziad F. Kary <zfk@envpartners.com>; David Gray <dgray@nantucket-ma.gov>; Mark Willett <mwillett@nantucket-ma.gov>
Subject: RE: EXT || FW: Commercial St/L8 Underground work petition

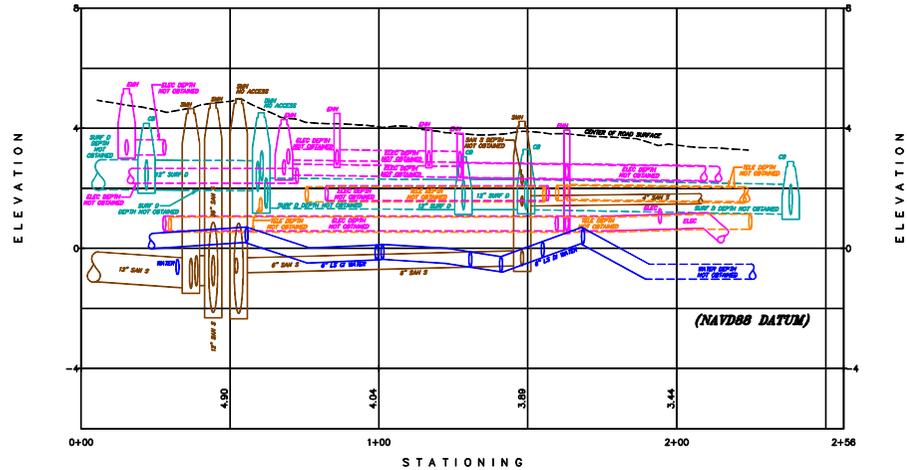
Fabio:
DPW would request that NGRID provide a minimum of 36-inches separation under ALL storm drain pipes. This requirement accommodates the Town's future plans to upsize our existing storm drain infrastructure without the need to relocate NGRID infrastructure.
Thanks for your consideration.
Rob

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

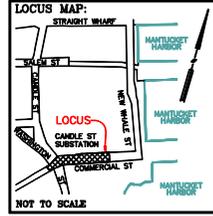


COMMERCIAL STREET PLAN VIEW
SCALE: 1" = 20'



COMMERCIAL STREET PROFILE
SCALE: 1" = 20' HORIZONTAL
1" = 2' VERTICAL

PREPARED FOR:
The Nantucket Electric Company
d/b/a
nationalgrid
LAND SURVEYING DEPARTMENT
280 MELROSE STREET
PROVIDENCE, RI 02907



5		
4		
3		
2		
1		
0	08/23/2018	INITIAL ISSUE
		ISSUE DATE DESCRIPTION
CEM/MPH	MEB	CEM KCC
FLD	CALC	DWN CHK'D

DETAIL AND UTILITY SURVEY
COMMERCIAL STREET
NANTUCKET, MA
(NANTUCKET COUNTY)

PREPARED BY:
BEALS + THOMAS
Civil Engineers + Landscape Architects +
Land Surveyors + Planners +
Environmental Specialists
BEALS AND THOMAS, INC.
Reservoir Corporate Center
144 Turnpike Road
Southborough, Massachusetts 01772-2104
T 508.366.0560 | www.bealsandthomas.com

DATE: AUGUST 23, 2018 METERS
SCALE: 1" = 20' FEET

B+T JOB NO. 2782.02
B+T PLAN NO. 278202P003A-007
SHEET No. 7 of 7

TP-7

Town Copy



Town of Nantucket
Board of Selectmen
16 Broad Street
Nantucket, MA 02554

January 23, 2020

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this petition, please contact:

Wendy Paluch, Operations Support Clerk
wendy.paluch@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

Wendy Paluch
280 Melrose Street
Providence, RI 02907
3rd Floor,

Very truly yours,


Eric Widman, Engineering
Supervisor, Distribution Design

Enclosures

PETITION FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

February 5, 2020

To the Board of Selectmen
of the Town of Nantucket, Massachusetts

NANTUCKET ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along the following public way:

Washington St

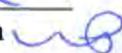
**Ngrid to install aprox 110' of 9-5" conduits from MH 3,
with 2-5" going directly to riser P.1 Commercial St,
and 7-5" by-passing going to substation yard.**

Wherefore it prays that after due notice and hearing as provided by law, it may be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked:--

NANTUCKET ELECTRIC COMPANY

Plan No. **23660447** Dated: **1/27/2020**

NANTUCKET ELECTRIC COMPANY

By: *Eric Widman*
Manager of Distribution Design 

ORDER FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

February 5, 2020

By the Board of Selectmen
of the Town of Nantucket, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **NANTUCKET ELECTRIC COMPANY** be and they are hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition of said Company dated the **5th day of February, 2020**

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked--

NANTUCKET ELECTRIC COMPANY

Plan No. **23660447** Dated: **1/27/2020**

The following are the public ways or parts of ways along which the underground electric conduits above referred to may be laid--

Washington St

Ngrid to install approx 110' of 9-5" conduits from MH 3, with 2-5" going directly to riser P.1 Commercial St, and 7-5" by-passing going to substation yard.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Nantucket, Massachusetts held on the _____ day of _____ 2020

Clerk of Selectmen

Received and entered in the records of location orders of the Town of Nantucket, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on _____, 20____, at ____ o'clock, ____ M.,
at _____ a public hearing was held on the petition of

NANTUCKET ELECTRIC COMPANY

for permission to excavate the public highways and to run and maintain underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order. And that hereupon said order was duly adopted.

Selectmen of the Town of

Nantucket, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Nantucket, Massachusetts, on the _____ day of _____ 2020 and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City Town of Nantucket WR # 23660447

Install (quantity) SO JO Poles on (street name)

Remove (quantity) SO JO Poles on (street name)

Relocate (quantity) SO JO Poles on (street name)

Beginning at a point approximately (distance) feet (compass heading) of the centerline of the intersection of (street name)

and continuing approximately (distance) feet in a (compass heading) direction.

Install underground facilities:

Street(s) MH3 at intersection of Washington St and Commercial st

Description of Work:

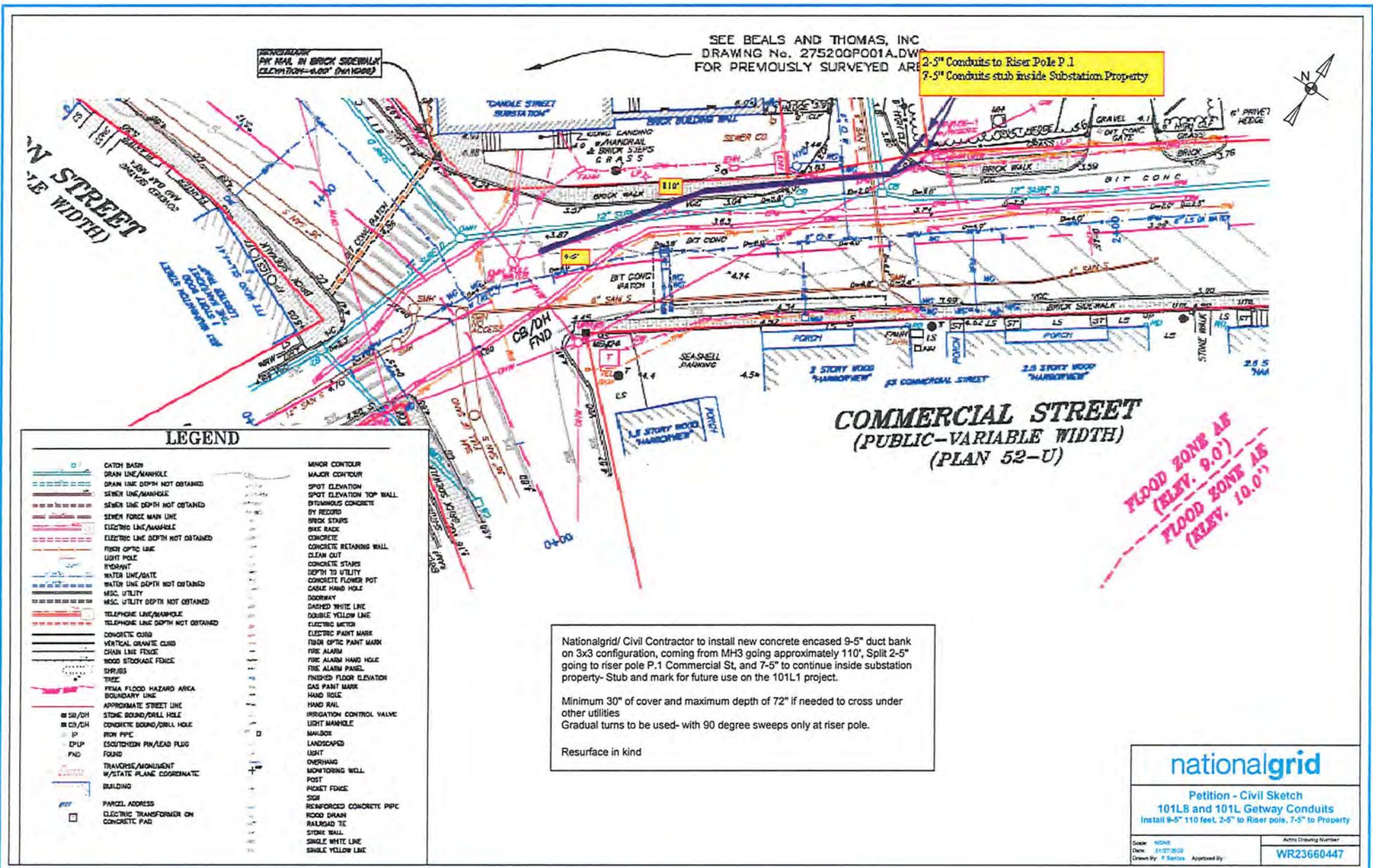
Nationalgrid to install approximately 110' of 9-5" conduits from MH 3, with 2-5" going directly to riser P.1 Commercial St, and 7-5" by-passing going to substation yard.

ENGINEER Fabio Santos

DATE 01/27/2020

SEE BEALS AND THOMAS, INC
DRAWING No. 275200P001A.DWG
FOR PREVIOUSLY SURVEYED AREA

2-5" Conduits to Riser Pole P.1
7-5" Conduits stub inside Substation Property



LEGEND

	CATCH BASIN		MINOR CONTOUR
	DRAIN LINE/MANHOLE		MAJOR CONTOUR
	DRAIN LINE DEPTH NOT OBTAINED		SPOT ELEVATION
	SEWER LINE/MANHOLE		SPOT ELEVATION TOP WALL
	SEWER LINE DEPTH NOT OBTAINED		BITUMINOUS CONCRETE
	SEWER FORCE MAIN LINE		BRICK STAIRS
	ELECTRIC LINE/MANHOLE		BRICK STAIRS
	ELECTRIC LINE DEPTH NOT OBTAINED		CONCRETE RETAINING WALL
	FIBER OPTIC LINE		CLEAN OUT
	LIGHT POLE		CONCRETE STAIRS
	HYDRANT		DEPTH TO UTILITY
	WATER LINE/GATE		CONCRETE FLOWER POT
	WATER LINE DEPTH NOT OBTAINED		CABLE HAND HOLE
	MISC. UTILITY		DOORWAY
	MISC. UTILITY DEPTH NOT OBTAINED		DASHED WHITE LINE
	TELEPHONE LINE/MANHOLE		DOUBLE YELLOW LINE
	TELEPHONE LINE DEPTH NOT OBTAINED		ELECTRIC METER
	CONCRETE CURB		ELECTRIC PAINT MARK
	VERTICAL GRANITE CURB		FIBER OPTIC PAINT MARK
	CHAIN LINE FENCE		FIRE ALARM
	WOOD STOCKADE FENCE		FIRE ALARM HAND HOLE
	SHRUBS		FIRE ALARM PANEL
	TREE		FINISHED FLOOR ELEVATION
	FEMA FLOOD HAZARD AREA BOUNDARY LINE		GAS PAINT MARK
	APPROXIMATE STREET LINE		HAND HOLE
	STONE BOARD/DRILL HOLE		HAND HOLE
	CONCRETE BOARD/DRILL HOLE		HAND HOLE
	IRON PIPE		HAND HOLE
	ESCUTcheon PIN/LEAD PLUG		HAND HOLE
	FOUND		HAND HOLE
	TRAVERSER/MONUMENT		HAND HOLE
	W/STATE PLANE COORDINATE BUILDING		HAND HOLE
	PARCEL ADDRESS		HAND HOLE
	ELECTRIC TRANSFORMER ON CONCRETE PAD		HAND HOLE

Nationalgrid/ Civil Contractor to install new concrete encased 9-5" duct bank on 3x3 configuration, coming from MH3 going approximately 110', Split 2-5" going to riser pole P.1 Commercial St, and 7-5" to continue inside substation property- Stub and mark for future use on the 101L1 project.

Minimum 30" of cover and maximum depth of 72" if needed to cross under other utilities
Gradual turns to be used- with 90 degree sweeps only at riser pole.

Resurface in kind

FLOOD ZONE AS (ELEV. 9.0')
FLOOD ZONE AS (ELEV. 10.0')

COMMERCIAL STREET
(PUBLIC-VARIABLE WIDTH)
(PLAN 52-U)

nationalgrid

Petition - Civil Sketch
101L8 and 101L Getway Conduits
Install 9-5" 110 feet, 2-5" to Riser pole, 7-5" to Property

Date: NONE
Date: 01-07-2010
Drawn By: F. Garcia
Approved By: _____
Asst Drawing Number
WR23660447

ROWLAND MILTON & ROBERTA
15 DEER RUN RD
NANTUCKET, MA 02554

MULLER DAVID F
580 WASHINGTON ST PH02
BOSTON, MA 02111

TACK3 LLC
C/O HARBORVIEW NANTUCKET
24 WASHINGTON ST
NANTUCKET, MA 02554

WHELDEN LARRY B TR
N L T NOMINEE TRUST
PO BOX 4540
NANTUCKET, MA 02554

AMERICAN LEGION
BYRON L SYLVARO POST # 82
PO BOX 265
NANTUCKET, MA 02554

MCCREADY RICHARD J ETAL TRSTS
WINTHROP MANAGEMENT LP
PO BOX 9507
BOSTON, MA 02114-9507

NANTUCKET COUNTY OF
16 BROAD ST
NANTUCKET, MA 02554

ARTISTS ASSOCIATION OF NANTUCKET
PO BOX 1104
NANTUCKET, MA 02554

17A WASHINGTON ST LLC
955 CONNECTICUT AV #5103
BRIDGEPORT, CT 06607

17A WASHINGTON ST LLC
19 FIVE MILE ROAD
DARIEN, CT 06820

BERRY MAX N TRST
BERRY REV REALTY TRUST
2716 CHESAPEAKE STREET NW
WASHINGTON, DC 20008

MCCREADY RICHARD J ETAL TRSTS
WINTHROP MANAGEMENT LLP
PO BOX 9507
BOSTON, MA 02114-9507

GREENHOUND LLC
ZERO MAIN STREET
NANTUCKET, MA 02554

LEICHTER DOROTHY M TR
C/O SUSAN THURSTON
PO BOX 405
NANTUCKET, MA 02554

GREENHOUND LLC
ZERO MAIN STREET
NANTUCKET, MA 02554

SWEET PEA ACK LLC
73 MAIN ST
NANTUCKET, MA 02554

WINTHROP NANTUCKET 3 REALTY TR
C/O WINTHROP MANAGEMENT LP
PO BOX 9507
BOSTON, MA 02114-9507

SHERBURNE ASSOCIATES
C/O WINTHROP MANAGEMENT LP
PO BOX 9507
BOSTON, MA 02114-9507



Agenda Item Summary

Agenda Item #	IX. 2.
Date	5/13/2020

Staff

Katie Cabral

Subject

National Grid Utility Petition – Morey Ln

Executive Summary

National Grid to install two handholes and 22' of conduit off Pole 3 on Morey Ln.

Staff Recommendation

Approve with Departmental Conditions.

Background/Discussion

n/a

Impact: Environmental Fiscal Community Other

n/a

Board/Commission Recommendation

n/a

Public Outreach

Abutter notifications sent and 2 weeks of notices in I&M

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

n/a

Attachments

Departmental comments; NGrid petition



UTILITY PETITIONS DEPARTMENTAL COMMENTS

APPLICANT: NATIONAL GRID
TYPE: Manhole and Duct Locations
SITE ADDRESS: 5 Morey Lane
HEARING DATE: March 18, 2020

COMMENTS

NPD: No Issues. – Lt. MacVicar

FIRE: No Issues. – Chief Murphy

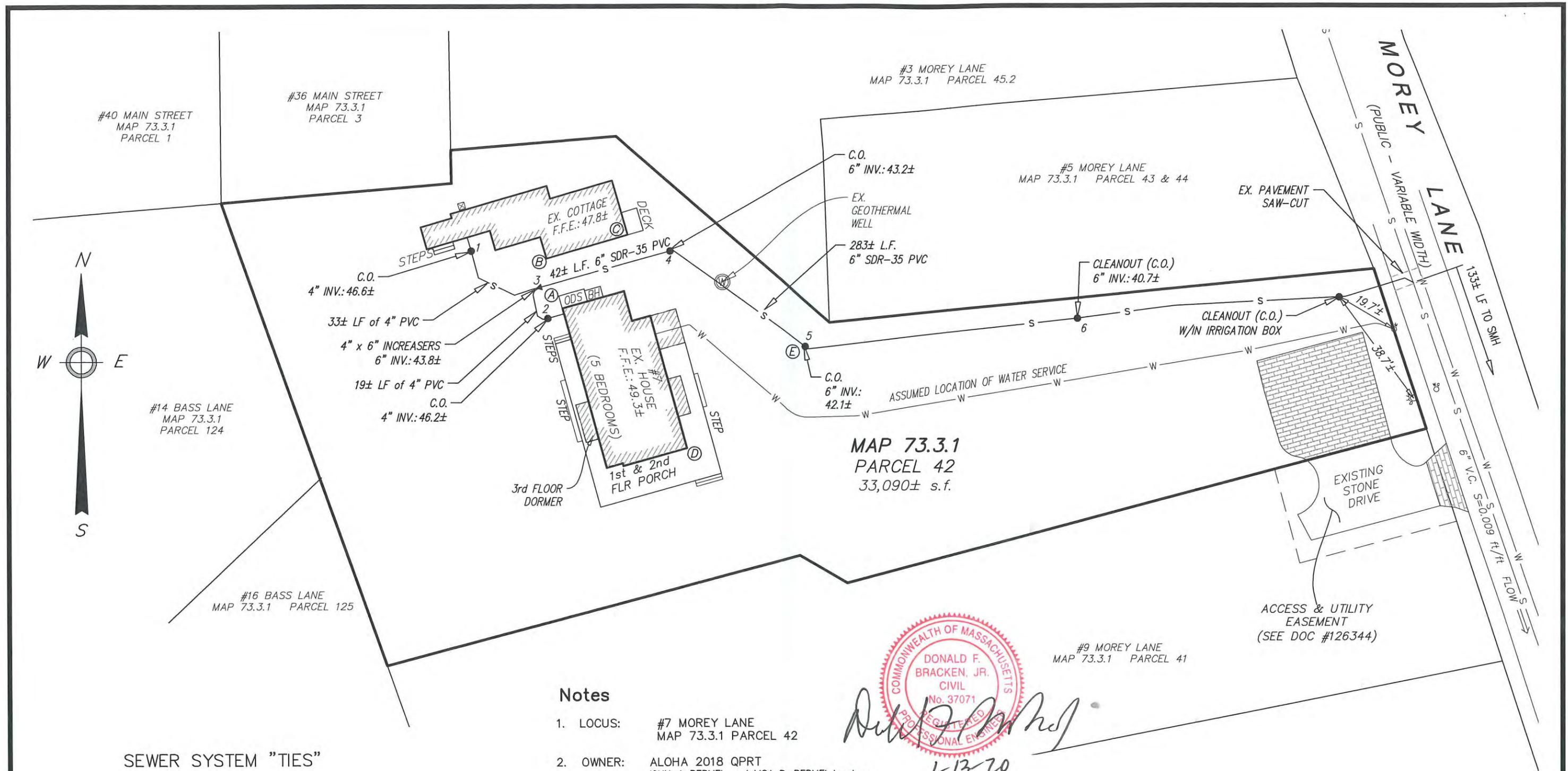
PLANNING: No Response

DPW: No Response –**

SEWER: A 6" PVC Gravity Sewer Main ends in the center of Morey Lane, with the 4" sewer service lateral running west to the dwelling at 3 Morey Lane. The lateral enters the lot approximately 5 feet north of the concrete boundary marker and should be well outside the area of proposed work. Sewer service lateral for 5 Morey Lane is more than 40 feet south of the boundary marker and should also be outside of the proposed work. The end of the sewer main will be within the area of proposed work. This section of pipe was installed in the street by others (3 Morey Lane). Depth of this pipe should be approximately 4 ½ feet. We do not have an as-built plan of this work in our records, so care should be taken when excavating or drilling. The sewer main here provides service to #3 Morey Lane only. Attached are "Sewer As-built Plan, 7 Morey Lane" and "Site Plan, #3 Morey Lane for reference. – Charles Johnson

WWCo: Call for mark out of water utilities in the area. – Mark Willett

****Contractor must obtain all required Town permits prior to the commencement of work, including but not limited to Street Opening and Street Blocking permits.**



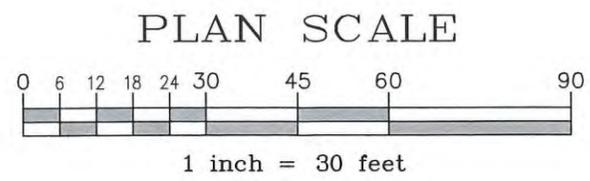
DONALD F. BRACKEN, JR.
 CIVIL
 No. 37071
 1-13-20

Notes

- LOCUS: #7 MOREY LANE
MAP 73.3.1 PARCEL 42
- OWNER: ALOHA 2018 QPRT
JOHN J. BERMEL and LISA R. BERMEL, trustees
237 OLD FARMS ROAD
SIMSBURY, CT 06070

SEWER SYSTEM "TIES"

No:	A	B	C	D	E	DESCRIPTION
1	30.4'	23.3'	--	--	--	CLEANOUT
2	7.8'	18.4'	--	--	--	CLEANOUT
3	6.4'	9.1'	--	--	--	4" TO 6" INCREASERS
4	--	38.2'	14.0'	--	--	CLEANOUT
5	--	--	64.8'	48.2'	--	CLEANOUT
6	--	--	--	127.1'	84.5'	CLEANOUT



Date: JANUARY 13, 2020 Drawn: ERC/BEI Checked: DFB

BRACKEN ENGINEERING, INC.

49 HERRING POND ROAD BUZZARDS BAY, MA 02532 19 OLD SOUTH ROAD NANTUCKET, MA 02554

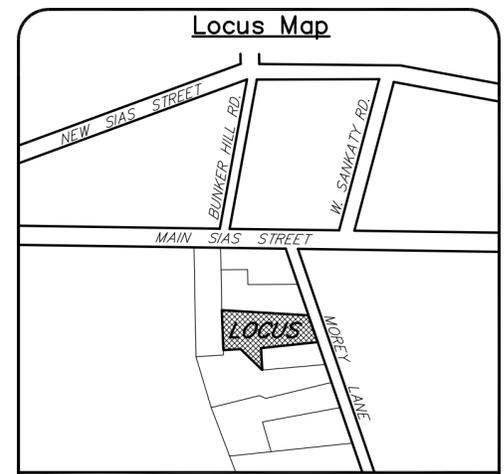
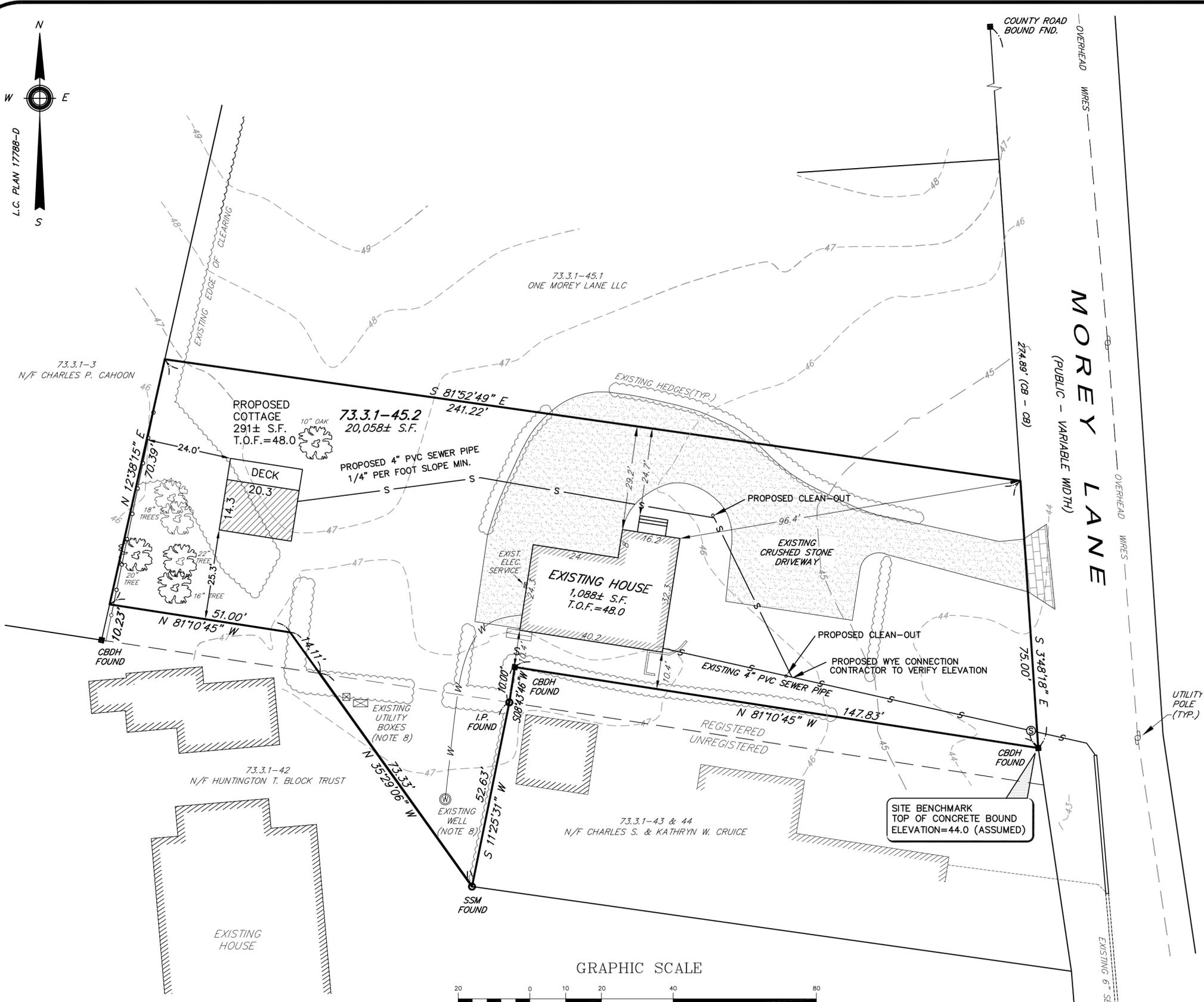
(tel) 508.833.0070 (tel) 508.325.0044
 (fax) 508.833.2282 www.brackeneng.com

SEWER AS-BUILT PLAN
IN NANTUCKET, MASSACHUSETTS

Prepared for:

ALOHA 2018 QPRT
#7 MOREY LANE
MAP 73.3.1 PARCEL 42

FILE COPY



Notes

1. LOCUS: #3 MOREY LANE
MAP 73.3.1 PARCEL 45.2
2. OWNER: THREE MOREY LANE NOMINEE TRUST
4 NORTH WATER STREET
NANTUCKET, MA 02554
3. DEED REF: L.C. DOC. 125336 FILED WITH
CERT. 23089
4. PLAN REF: LCC #17788-D
PLAN FILE 30-A
5. LOCUS DOES NOT FALL WITHIN A SPECIAL
FLOOD HAZARD ZONE AS SHOWN ON FEMA
FLOOD INSURANCE RATE MAP COMMUNITY
PANEL No. 250230-0004-D dated 11/06/96.
6. LOCUS DOES NOT FALL WITHIN THE NATIONAL
HERITAGE and ENDANGERED SPECIES PROGRAM
(NHESP) AREAS OF ESTIMATED and PRIORITY
HABITATS OF RARE SPECIES.
7. ZONE: SR-20
8. SEE "SKETCH PLAN FOR 3 MOREY LANE" DATED
SEPTEMBER 22, 2008 RECORDED WITH L.C. DOC.
125336 FOR UTILITY LICENSE FOR EXISTING WELL
AND UTILITIES.

Prepared By:

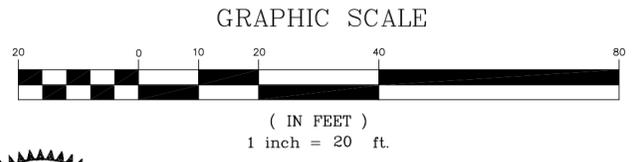
BRACKEN ENGINEERING, INC. Engineering - Surveying
Environmental Permitting
19 Old South Road, Unit B
P.O. Box 3525
Nantucket, MA 02584 Tel: 508-325-0044

**SITE PLAN
IN NANTUCKET, MA**

Prepared For:
THREE MOREY LANE NOMINEE TRUST
#3 MOREY LANE
MAP 73.3.1 PARCEL 45.2

ZONING REQUIREMENTS (SR-20)

	REQUIRED	EXISTING	PROPOSED
LOT AREA:	20,000 s.f.	20,058± s.f.	20,058± s.f.
FRONTAGE:	75'	75'	75'
FRONT YARD:	30'	96.4'	96.4'
SIDE/REAR YARD:	10'	10.4'	10.4'
COVERAGE:	12.5%(MAX) (2,507 s.f.)	5.4% (1,088 s.f.)	6.9% (1,379 s.f.)



Date: OCTOBER 15, 2010	Sheet: 1 of 1
Drawn By: JRL/DFB	Checked By: JRF/DFB
Job No.: 477-03	Drawing Name: 3 Morey Ln-REV2.dwg

Town Copy

nationalgrid

Town of Nantucket
Board of Selectmen
16 Broad Street
Nantucket, MA 02554

January 23, 2020

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this petition, please contact:

Wendy Paluch, Operations Support Clerk
wendy.paluch@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

Wendy Paluch
280 Melrose Street
Providence, RI 02907
3rd Floor,

Very truly yours,


Eric Widman, Engineering *WB*
Supervisor, Distribution Design

Enclosures

PETITION FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

January 23, 2020

To the Board of Selectmen
of the Town of Nantucket, Massachusetts

NANTUCKET ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along the following public way:

Morey Lane

**Customer to install (2) handholes & 22ft
of conduit encased in concrete off Pole 3**

Wherefore it prays that after due notice and hearing as provided by law, it may be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked:--

NANTUCKET ELECTRIC COMPANY

Plan No. **29417418** Dated: **1/16/2020**

NANTUCKET ELECTRIC COMPANY

By: Eric Weedman
Manager of Distribution Design 

ORDER FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

January 23, 2020

By the Board of Selectmen
of the Town of Nantucket, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **NANTUCKET ELECTRIC COMPANY** be and they are hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition of said Company dated the **23rd day of January, 2020**

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked--

NANTUCKET ELECTRIC COMPANY

Plan No. **29417418** Dated: **1/16/2020**

The following are the public ways or parts of ways along which the underground electric conduits above referred to may be laid--

Morey Ln

**Customer to install (2) handholes & 22ft
of conduit encased in concrete off Pole3**

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Nantucket, Massachusetts held on the _____ day of _____ 2020

Clerk of Selectmen

Received and entered in the records of location orders of the Town of Nantucket, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on _____, 20____, at ____ o'clock, ____ M.,
at _____ a public hearing was held on the petition of

NANTUCKET ELECTRIC COMPANY

for permission to excavate the public highways and to run and maintain underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order. And that hereupon said order was duly adopted.

Selectmen of the Town of

Nantucket, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Nantucket, Massachusetts, on the _____ day of _____ 2020 and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City
Town of Nantucket WR# 29417418
(circle one)

Install _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Remove _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Relocate _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

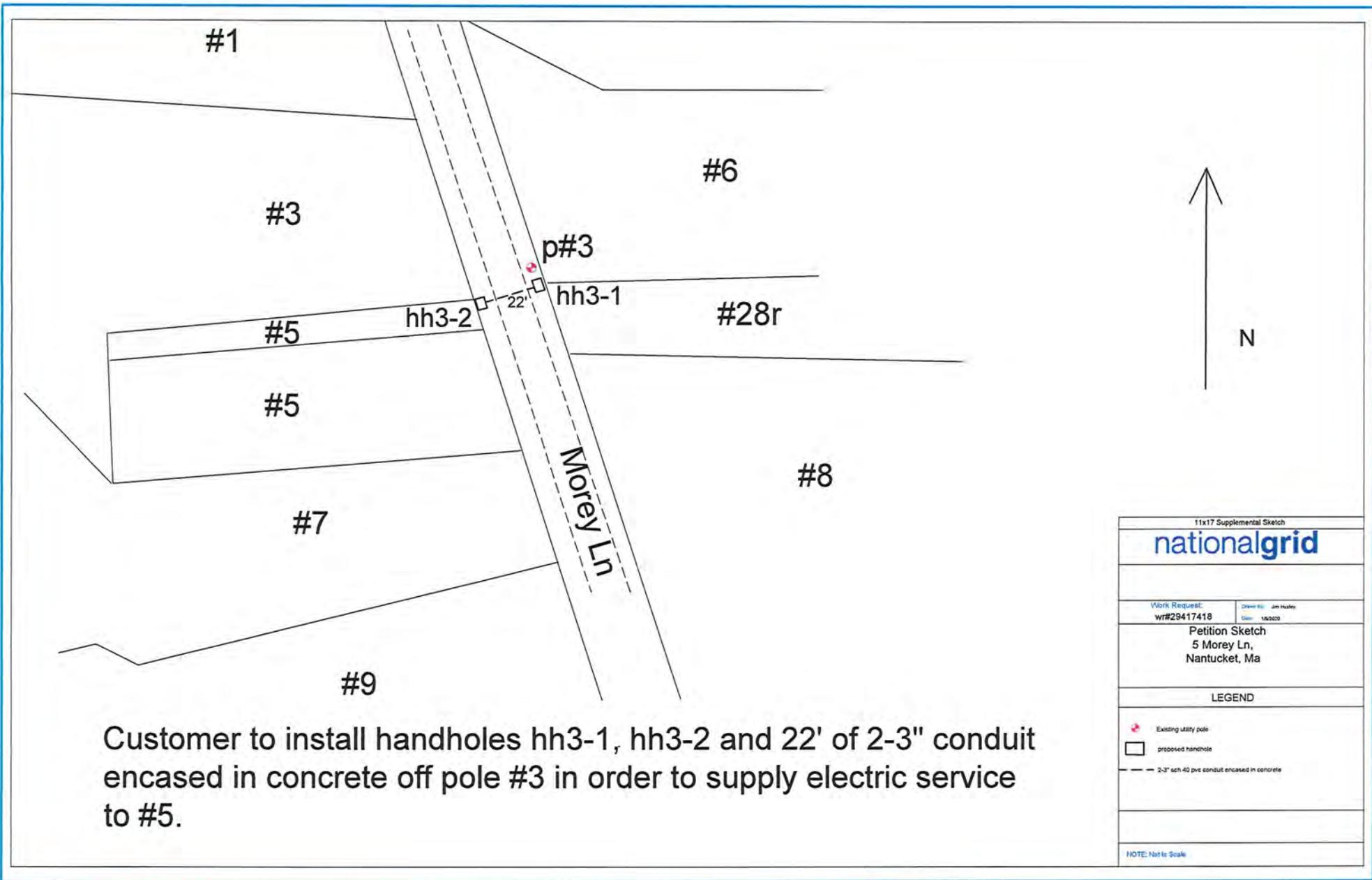
Beginning at a point approximately 285 feet South of the centerline
(distance) (compass heading)
of the intersection of MAIN ST (SCONSET)
(street name)

and continuing approximately 22' feet in a WESTERLY direction.
(distance) (compass heading)

Install underground facilities:
Street(s) MOREY LN

Description of Work:
CUSTOMER TO INSTALL (2) HANDHOLES & 22FT OF CONDUIT ENCASED IN CONCRETE OFF P&G #3

ENGINEER JIM HUXLEY
DATE 1/16/2020



Customer to install handholes hh3-1, hh3-2 and 22' of 2-3" conduit encased in concrete off pole #3 in order to supply electric service to #5.

11x17 Supplemental Sketch	
nationalgrid	
Work Request: wr#29417418	Drawn By: Jan Hulet Date: 18/02/20
Petition Sketch 5 Morey Ln, Nantucket, Ma	
LEGEND	
	Existing utility pole
	proposed handhole
	2-3" sch 40 pvc conduit encased in concrete
NOTE: Not to Scale	

Abutters List

MBLU	Lot	Lot Cut	Owner Full Name	Co-Owner Full Name	Address Line 1	City	State	Zip	Location
7331	41		ANTON FRANK & GEORGINE		3129 P STREET NW	WASHINGTON	DC	20007	9 MOREY LN
7331	42		BERMEL JOHN J & LISA R TR		237 OLD FARMS ROAD	SIMSBURY	CT	06070	7 MOREY LN
7331	43		CRUICE KATHRYN W TR ETAL		330 PALMETTO POINT	INDIAN RIVER SHORE	FL	32963	5 MOREY LN
7331	44		CRUICE KATHRYN W TR ETAL		330 PALMETTO POINT	INDIAN RIVER SHORE	FL	32963	5 MOREY LN
7331	45	1	ONE MOREY LANE LLC	C/O SPIVY GREG & LAURA	58 FUNSTON AV	SAN FRANCISCO	CA	94129	1 MOREY LN
7331	45	2	HALSTED PATRICIA A TRST	C/O SPIVY GREG & LAURA	58 FUNSTON AVE	SAN FRANCISCO	CA	94129	3 MOREY LN
7331	46	2	STAUDT CHRISTOPHER & RIED ROBIN C		154 WARREN ST	BROOKLYN	NY	11201	6 MOREY LN
7331	47	1	EARRET LLC		PO BOX 725	SIASCONSET	MA	02564	28R MAIN SIAS ST
7331	74		MOORVIEW LLC ETAL	C/O SHAW ELIZABETH	63 WORCESTER ST UNIT 1	BOSTON	MA	02118	8 MOREY LN
Count:	9								

6.80
x 9

\$61.20



Agenda Item Summary

Agenda Item #	IX. 3.
Date	5/13/2020

Staff

Katie Cabral

Subject

National Grid Utility Petition – 109 Old South Rd

Executive Summary

National Grid to install two handholes and 45' of conduit encased in concrete off pole 45 on Old South Road.

Staff Recommendation

Approve with Departmental Conditions.

Background/Discussion

n/a

Impact: Environmental Fiscal Community Other

n/a

Board/Commission Recommendation

n/a

Public Outreach

Abutter notifications sent and 2 weeks of notices in I&M

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

n/a

Attachments

Departmental comments; NGrid petition



UTILITY PETITIONS DEPARTMENTAL COMMENTS

APPLICANT: NATIONAL GRID
TYPE: Manhole and Duct Locations
SITE ADDRESS: 109 Old South Rd
HEARING DATE: March 18, 2020

COMMENTS

NPD: No Issues. – Lt. MacVicar
FIRE: No Issues. – Chief Murphy
PLANNING: No Response
DPW: No Response – Rob McNeil**
SEWER: A 12" PVC Gravity Sewer line runs east on the southern edge of Old South Road, at a depth of approximately 7 feet. Sewer lateral connection to the dwelling runs parallel to water service as shown on the attached sewer connection as-built plan.
– Charles Johnson
WWCo: Call for mark out of water utilities in the area. – Mark Willett

****Contractor must obtain all required Town permits prior to the commencement of work, including but not limited to Street Opening and Street Blocking permits.**

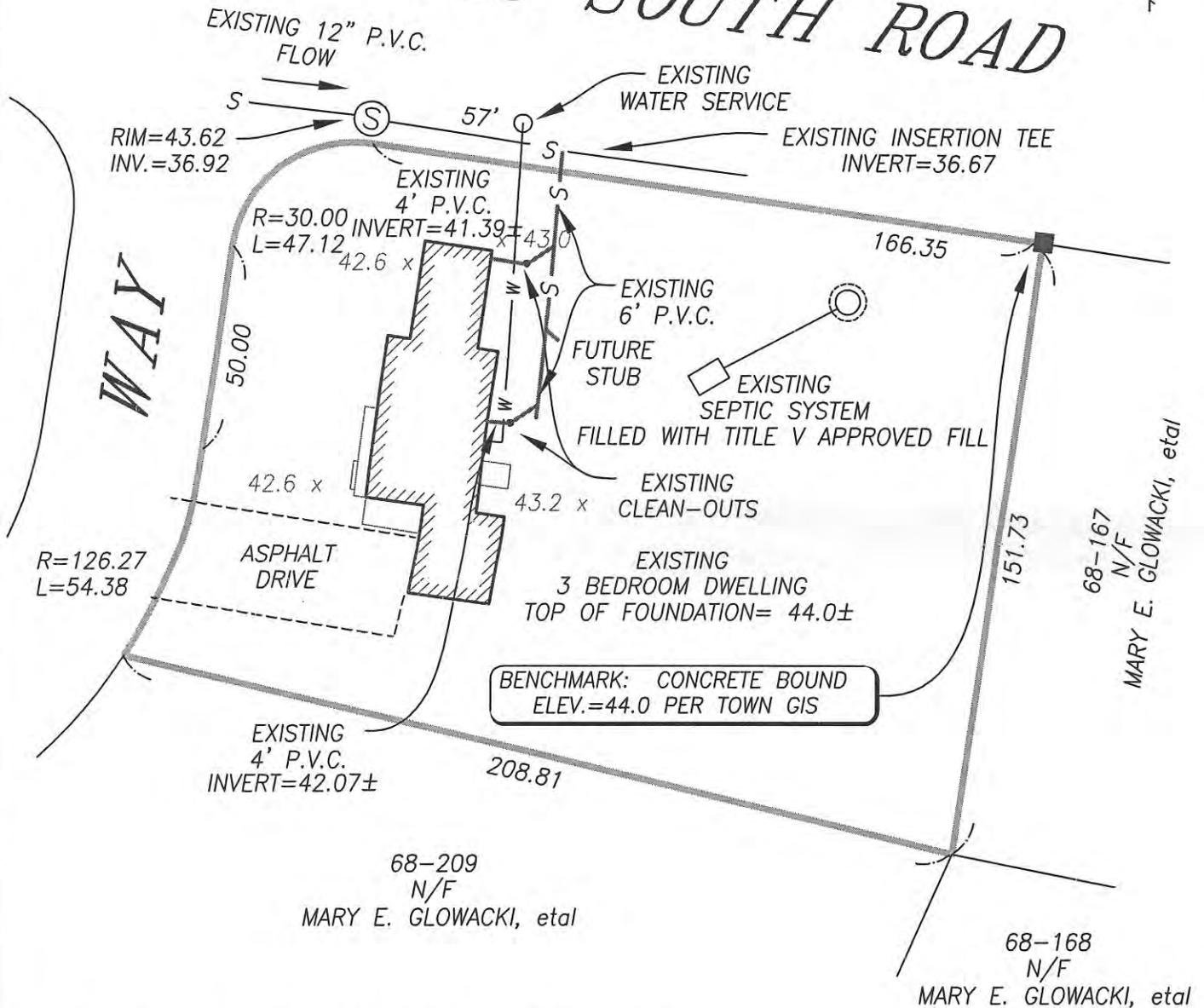
CURRENT ZONING CLASSIFICATION:
Residential 20 (R-20)

EXISTING:

MINIMUM LOT SIZE: 20,000 S.F. . 28,059± S.F.
 MINIMUM FRONTAGE: 75 FT. . SEE PLAN.
 FRONT YARD SETBACK: 30 FT. . SEE PLAN.
 REAR/SIDE SETBACK: 10 FT. . SEE PLAN.
 GROUND COVER % : 12.5% . SEE PLAN.



OLD SOUTH ROAD



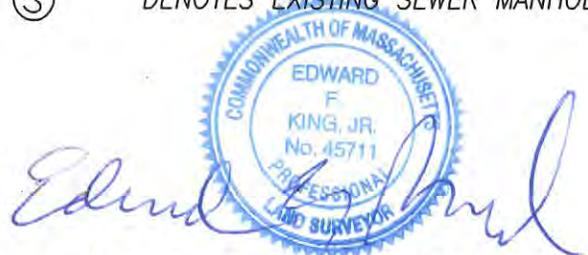
SEWER CONNECTION AS-BUILT PLAN OF LAND IN NANTUCKET, MASS.

LEGEND

SCALE: 1" = 40' DATE: JULY 23, 2018

- 42.6 x DENOTES EXISTING SPOT ELEVATION
- (S) DENOTES EXISTING SEWER MANHOLE

Owner: . . . MARY E. GLOWACKI, etal
 Applicant: . . . KELLY JACKSON
 Deed: . . CERT. 6932 . . . Plan: L.C. 16514-G; LOT 28
 Locus: 109 OLD SOUTH ROAD



ISLAND SURVEYORS, LLC
 Professional Land Surveyors
 90 OLD SOUTH ROAD
 NANTUCKET, MASS. 02554
 (508) 228-2720

ASSESSOR MAP: . . 68 . . , PARCEL: . 166 . .

K-753

Town Copy

nationalgrid

Town of Nantucket
Board of Selectmen
16 Broad Street
Nantucket, MA 02554

January 23, 2020

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this petition, please contact:

Wendy Paluch, Operations Support Clerk
wendy.paluch@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

Wendy Paluch
280 Melrose Street
Providence, RI 02907
3rd Floor,

Very truly yours,


Eric Widman, Engineering 
Supervisor, Distribution Design

Enclosures

PETITION FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

February 5, 2020

To the Board of Selectmen
of the Town of Nantucket, Massachusetts

NANTUCKET ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along the following public way:

Old South Rd

**Customer to install (2) handholes & 45'
of 2-3" conduit encased in concrete
off P.45**

Wherefore it prays that after due notice and hearing as provided by law, it may be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked:--

NANTUCKET ELECTRIC COMPANY

Plan No. **29458484** Dated: **1/24/2020**

NANTUCKET ELECTRIC COMPANY

By: Eric Wedman
Manager of Distribution Design 

ORDER FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

February 5, 2020

By the Board of Selectmen
of the Town of Nantucket, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **NANTUCKET ELECTRIC COMPANY** be and they are hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition of said Company dated the **5th day of February, 2020**

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked--

NANTUCKET ELECTRIC COMPANY

Plan No. **29458484** Dated: **1/24/2020**

The following are the public ways or parts of ways along which the underground electric conduits above referred to may be laid--

Old South Rd

**Customer to install (2) hand holes & 45'
of 2-3" conduit encased in concrete
off P.45.**

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Nantucket, Massachusetts held on the _____ day of _____ 2020

Clerk of Selectmen

Received and entered in the records of location orders of the Town of Nantucket, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on _____, 20____, at ____ o'clock, ____ M.,
at _____ a public hearing was held on the petition of

NANTUCKET ELECTRIC COMPANY

for permission to excavate the public highways and to run and maintain underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order. And that hereupon said order was duly adopted.

Selectmen of the Town of

Nantucket, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Nantucket, Massachusetts, on the _____ day of _____ 2020 and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City
Town of Nantucket WR# 29458484
(circle one)

Install _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Remove _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Relocate _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Beginning at a point approximately 200 feet WEST of the centerline
(distance) (compass heading)
of the intersection of MARY ANN DR
(street name)
and continuing approximately 45 feet in a Southealy direction.
(distance) (compass heading)

Install underground facilities:

Street(s) OLD South RD

Description of Work:

CUSTOMER TO INSTALL (2) HAND HOLES
& 45' OF 2-3" CONDUIT ENCASED IN
CONCRETE OFF P# 45

ENGINEER JIM HUXLEY

DATE 1/24/2020



Customer to install handholes hh45-1, hh45-2 and 45' of 2-3" conduit encased in concrete off p#45 to supply electric service to #109.

11x17 Supplemental Sketch	
nationalgrid	
Work Request: wrf#29458484	Drawn By: Jim Walley Date: 10/20/22
Petition Sketch 109 Old South Rd. Nantucket, Ma	
LEGEND	
	Existing utility pole
	proposed handhole
	2-3" sch 40 pvc conduit encased in concrete
NOTE: Not to Scale	



Agenda Item Summary

Agenda Item #	IX. 4.
Date	5/13/2020

Staff

Katie Cabral

Subject

National Grid Utility Petition – 85 Sankaty Rd

Executive Summary

National Grid to install handhole hh20-1 and 45' of 2-3" conduit off poles 20 to supply service to 85 Polpis Rd.

Staff Recommendation

Approve with Departmental Conditions.

Background/Discussion

n/a

Impact: Environmental Fiscal Community Other

n/a

Board/Commission Recommendation

n/a

Public Outreach

Abutter notifications sent and 2 weeks of notices in I&M

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

n/a

Attachments

Departmental comments; NGrid petition



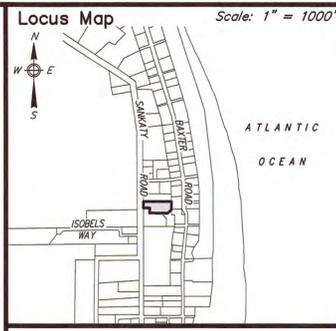
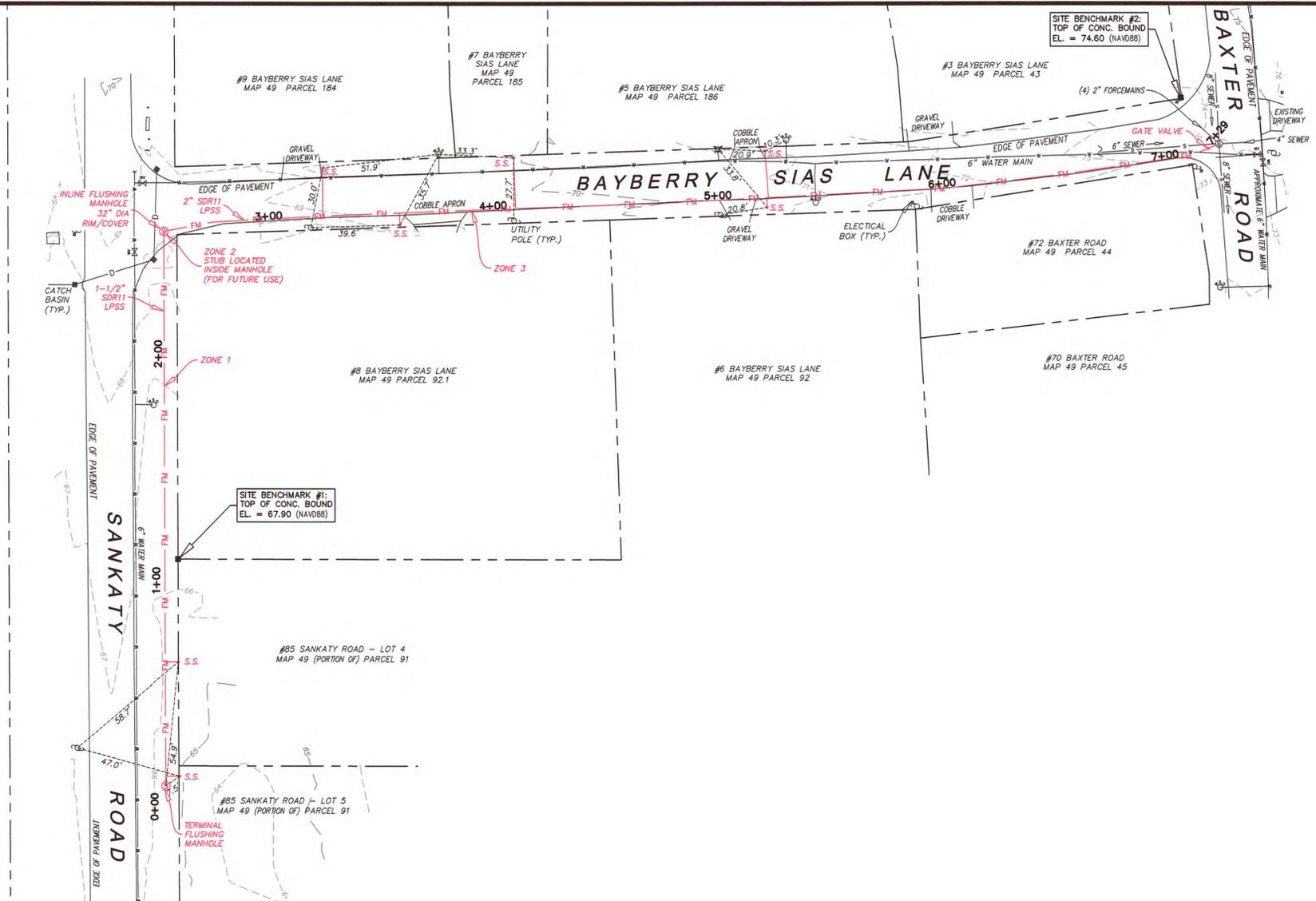
UTILITY PETITIONS DEPARTMENTAL COMMENTS

APPLICANT: NATIONAL GRID
TYPE: Manhole and Duct Locations
SITE ADDRESS: 85 Sankaty Road
HEARING DATE: March 18, 2020

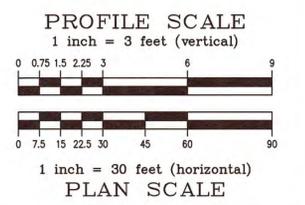
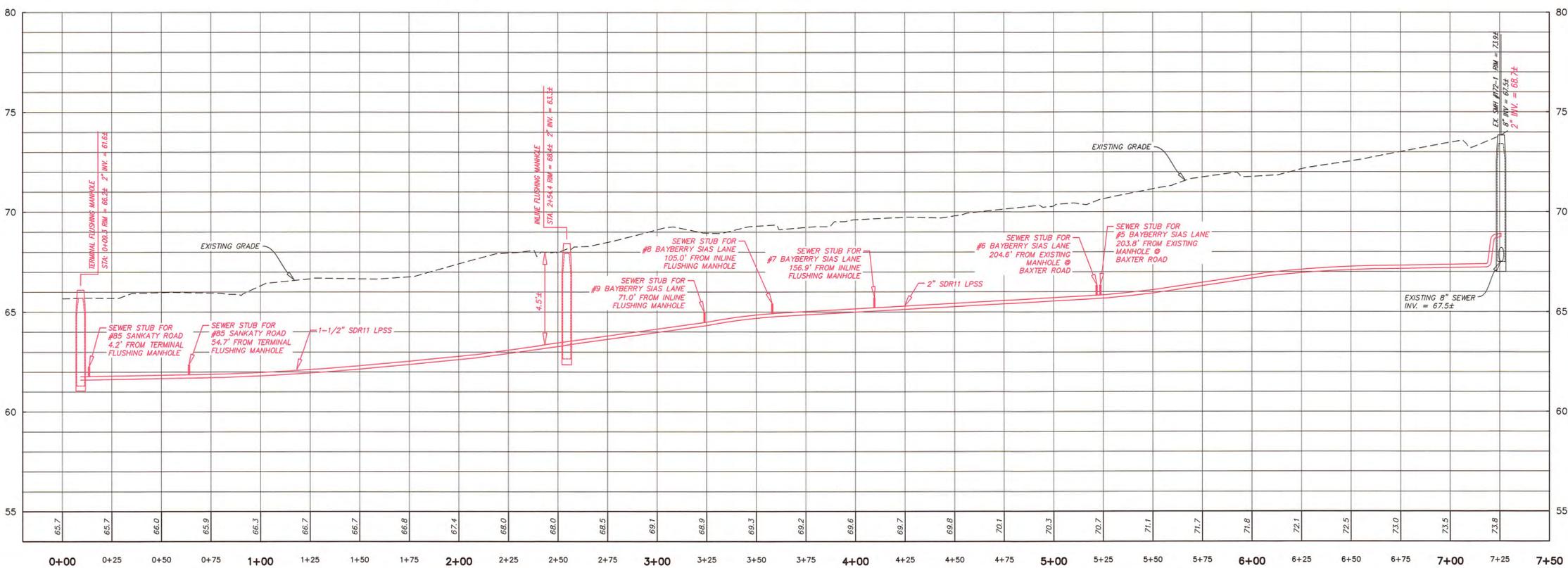
COMMENTS

NPD: No Issues. – Lt. MacVicar
FIRE: No Issues. – Chief Murphy
PLANNING: No Response
DPW: No Response **
SEWER: A 1 ½" Low Pressure Sewer Force Main runs north from a terminal flushing manhole just south of the proposed work. Depth is a little more than 4 feet. Sewer runs parallel to road but about 10 feet east of the eastern edge of pavement, and should be well outside the area of proposed work. Sewer service to the dwelling is about 55 feet north of the terminal flushing manhole and should also be well outside the area of proposed work. Attached are "Sewer Extension As-built for Sankaty Road and Bayberry Sias Lane" and "Sewer Connection Plan 85N Sankaty Road" for reference. – Charles Johnson
WWCo: Call for mark out of water utilities in the area. – Mark Willett

****Contractor must obtain all required Town permits prior to the commencement of work, including but not limited to Street Opening and Street Blocking permits.**



- General Notes**
- LOCUS: #85 SANKATY ROAD - "LOT 5" MAP 49 (PORTION OF) PARCEL 91
 - OWNER/APPLICANT: GPJ, INC. c/o MASTER, SIDLOW & ASSOCIATES 2002 WEST FOURTEENTH ST. WILMINGTON, DE 19806

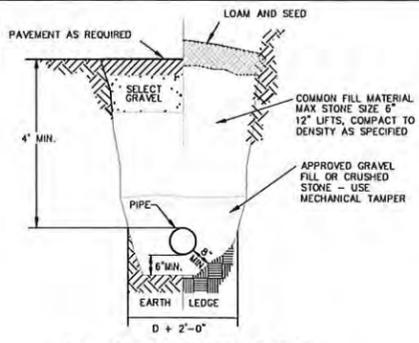


Prepared By:
BRACKEN ENGINEERING, INC.
 49 HERRING POND ROAD BUZZARDS BAY, MA 02532 (tel) 508.833.0070 (fax) 508.833.2282
 19 OLD SOUTH ROAD NANTUCKET, MA 02554 (tel) 508.325.0044 (fax) 508.325.0044 www.brackeneng.com

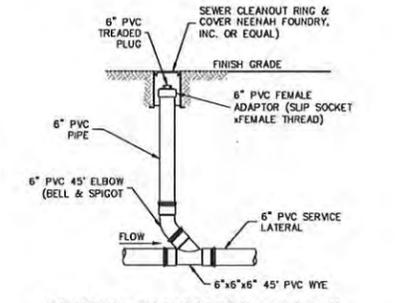
SEWER EXTENSION AS-BUILT IN NANTUCKET, MASSACHUSETTS
 Prepared For:
GPJ, INC.
 SANKATY ROAD & BAYBERRY SIAS LANE

No.	Date	Revision Description	By

Date: SEPTEMBER 6, 2018 Drawn: RED/ERC/BEI Checked: DFB/AMG Sheet: 1 of 1



PIPE IN TRENCH DETAIL
NOT TO SCALE



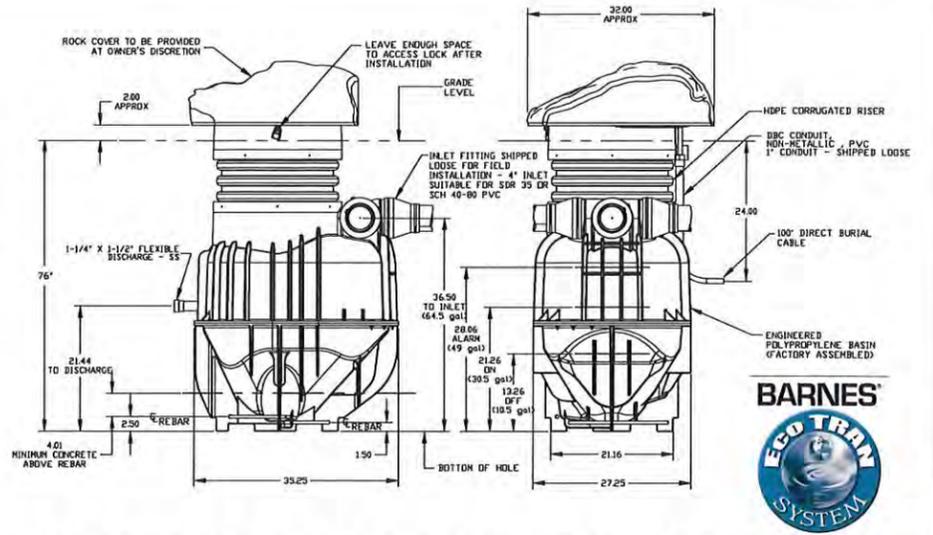
SEWER CLEANOUT DETAIL
NOT TO SCALE

NOTES:

1. TOPOGRAPHIC INFORMATION SHOWN HEREON IS THE RESULT OF AN ON THE GROUND SURVEY COMPLETED BY EARLE & SULLIVAN, INC. IN JUNE 2019. ELEVATIONS REFER TO NORTH AMERICAN VERTICAL DATUM OF 1988.
2. PROPERTY LINES SHOWN HEREON ARE BASED ON A PLAN ENTITLED "PLAN TO ACCOMPANY A NOTICE OF INTENT - 85N SANKATY ROAD", DATED JULY 10, 2019, PREPARED FOR 85 NORTH SANKATY LLC BY EARLE & SULLIVAN, INC. - PROFESSIONAL LAND SURVEYORS.
3. PROPOSED SEWERAGE FACILITIES SHALL BE INSTALLED IN FULL ACCORDANCE WITH SPECIFICATIONS AND GUIDELINES OF THE NANTUCKET SEWER DEPARTMENT AND ACCEPTED BEST PRACTICE. THE INSTALLATION CONTRACTOR SHALL COORDINATE WITH THE SEWER DEPARTMENT AND A REGISTERED LAND SURVEYOR RESPECTIVELY FOR THE INSPECTION AND AS-BUILT LOCATION OF ALL WORK.
4. PRIOR TO INSTALLING ANY PORTION OF THE PROPOSED SEWER SERVICE CONNECTION, THE INSTALLER SHALL CONFIRM THE LOCATION AND INVERT ELEVATION OF THE EXISTING SEWER SERVICE STUB FOR THE SUBJECT PROPERTY IN SANKATY ROAD.
5. THE LOCATIONS OF EXISTING UNDERGROUND WATER AND SEWER FACILITIES SHOWN HEREON, INCLUDING SERVICE STUBS, ARE BASED ON RECORD PLANS PROVIDED BY THE TOWN OF NANTUCKET AND SHALL BE CONSIDERED TO BE APPROXIMATE ONLY. THE CONTRACTOR SHALL REQUEST OF WANNACOMET WATER COMPANY THAT IT MARK OUT ITS UNDERGROUND FACILITIES WITHIN THE WORK AREA.
6. NO EXCAVATION RELATED TO THE WORK SHOWN HEREON SHALL BE PERFORMED UNTIL THE EXCAVATOR HAS NOTIFIED DIGSAFE IN ACCORDANCE WITH STATE STATUTE, AND THE REQUIRED TIME PERIOD FOR MARKOUT OF UNDERGROUND FACILITIES HAS ELAPSED.
7. THE GRINDER PUMP STATION AND ALL SEWER PIPES SHALL BE INSTALLED SUCH THAT A HORIZONTAL SEPARATION OF 10' IS MAINTAINED FROM ALL WATER MAINS AND SERVICES WHEREVER POSSIBLE. WHERE THIS SEPARATION CANNOT BE ACHIEVED AND WHERE WATER AND SEWER LINES MUST CROSS, THE SEWER SHALL BE INSTALLED BELOW THE WATER LINE WITH A SEPARATION OF AT LEAST 18" OR THE SEWER LINE SHALL BE CONSTRUCTED OF PIPE HAVING A MINIMUM WORKING PRESSURE RATING OF 160 PSI.
8. THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER AT LEAST TWO DAYS PRIOR TO THE INSTALLATION OF THE SEWER SERVICE LATERAL SO THAT AN AS-BUILT SURVEY MAY BE SCHEDULED.
9. BUILDING SEWERS WITHIN 10' OF THE OUTSIDE FACE OF FOUNDATION WALLS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STATE PLUMBING CODE 24B CMR 2.00.

GRINDER PUMP SYSTEM NOTES:

1. **GENERAL-** CONTRACTOR SHALL FURNISH AND INSTALL A COMPLETE SEWAGE GRINDER PUMP SYSTEM CONSISTING OF A SUBMERSIBLE SEWAGE GRINDER PUMP AND MOTOR, DISCHARGE PIPING AND VALVES, POLYPROPYLENE COPOLYMER PUMP CHAMBER, CONTROLS, AND ALARM PANEL. ALL EQUIPMENT SHALL BE INSTALLED IN FULL ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS AND SHALL BE WARRANTED FOR AT LEAST ONE YEAR. THE CONTRACTOR SHALL PROVIDE A SUFFICIENT QUANTITY OF CLEAN WATER TO CONDUCT ONE PUMP OPERATION TEST.
2. **PIPING-** THE PUMP STATION SHALL DISCHARGE TO A 1 1/2" SDR 11 HDPE FORCE MAIN THAT SHALL BE CONNECTED TO AN EXISTING 1 1/2" LOW PRESSURE SEWER IN SANKATY ROAD. ALL PIPING OUTSIDE THE PUMP CHAMBER AND HAVING LESS THAN 4'-FEET OF SOIL COVER SHALL BE INSULATED. (SEE NOTE 5.)
3. **LEVEL CONTROLS-** AN ESPS-1504C LEVEL CONTROL SYSTEM AS MANUFACTURED BY BARNES PRESSURE SYSTEMS SHALL BE SUPPLIED TO CONTROL THE LIQUID LEVEL IN THE PUMP CHAMBER AND ACTIVATE A HIGH WATER ALARM SIGNAL. THE LEVEL CONTROL SYSTEM SHALL BE SET TO OPERATE AT THE ELEVATIONS INDICATED ON THE PUMP SYSTEM DETAIL DRAWING.
4. **ALARM/DISCONNECT PANEL-** HIGH WATER ALARM SHALL BE SUPPLIED WITH BOTH AUDIBLE AND VISUAL ALARMS WITH A SEPARATE POWER CIRCUIT FROM THE PUMP. THE ALARM SHALL BE MOUNTED IN A WEATHERPROOF AND TAMPERPROOF ENCLOSURE MOUNTED ON THE EXTERIOR FACE OF THE GARAGE WALL AS INDICATED ON THE PLOT PLAN. AN ALARM SILENCER BUTTON SHALL BE PROVIDED TO SILENCE THE AUDIBLE ALARM WHILE THE VISUAL ALARM REMAINS ILLUMINATED UNTIL MANUALLY RESET. ALARM/DISCONNECT PANEL SHALL BE A CRANE SYSTEMS MODEL 1550 PANEL WITH GENERATOR RECEPTACLE.
5. **PIPE INSULATION-** FORCE MAIN WITH LESS THAN 4 FEET OF SOIL COVER SHALL BE COVERED WITH 2-INCH THICK RIGID POLYSTYRENE INSULATION TO A DISTANCE OF AT LEAST 1-FOOT ON EITHER SIDE OF THE PIPE CENTERLINE.



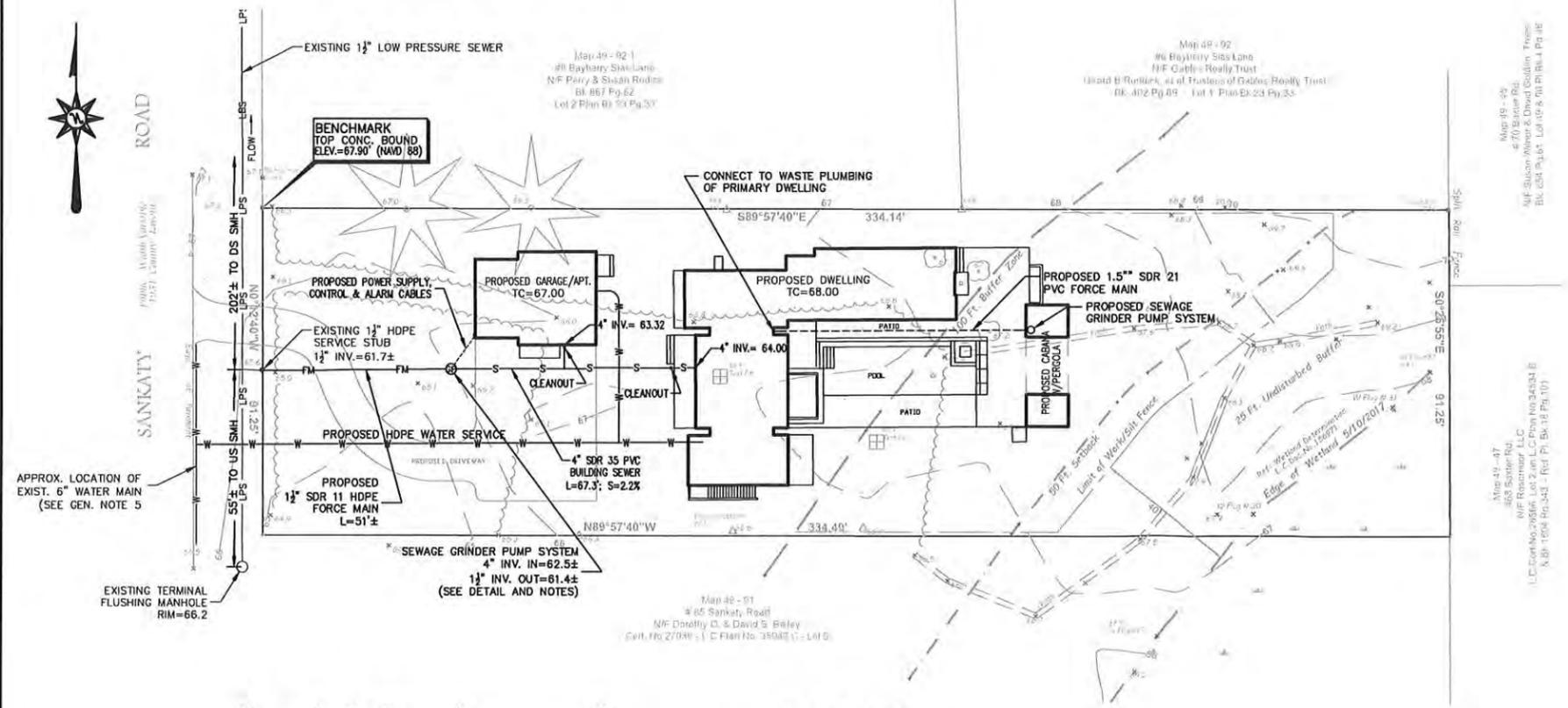
ECOTRAN SIMPLEX GRINDER PUMP SYSTEM

DETAIL DRAWING PROVIDED BY CRANE PUMPS & SYSTEMS
(NOT TO SCALE)

ESTIMATED FLOW:
SIX (6) BEDROOMS AT 110 GPD/BR = 660 GPD



LOCUS MAP
APPROX. SCALE: 1"=500'



PLOT PLAN
85N SANKATY ROAD
(MAP 49/PARCEL 91)
LOT AREA=30,505(±) SF

RECEIVED
SEP 15 2019
NANTUCKET SEWER DEPT.

APPROVED
SEP 29 2019
NANTUCKET SEWER DEPT.

SEWER CONNECTION PLAN

85N SANKATY ROAD
NANTUCKET, MASSACHUSETTS
(ASSESSOR'S MAP 49/PARCEL 91)

DATE: SEPTEMBER 11, 2019 SCALE: 1"=20'

OWNER/APPLICANT:
85 NORTH SANKATY, LLC
88A MAIN ST.
TUCKAHOE, NY 10708

G.G. BUZANOSKI ASSOCIATES

47 GREEN ST.
NORTHBOROUGH, MA 01532

PHONE: (774)258-2108 EMAIL: GGBuzanoskiPE@gmail.com



Town Copy

nationalgrid

Town of Nantucket
Board of Selectmen
16 Broad Street
Nantucket, MA 02554

January 23, 2020

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this petition, please contact:

Wendy Paluch, Operations Support Clerk
wendy.paluch@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

Wendy Paluch
280 Melrose Street
Providence, RI 02907
3rd Floor,

Very truly yours,


Eric Widman, Engineering
Supervisor, Distribution Design 

Enclosures

PETITION FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

January 24, 2020

To the Board of Selectmen
of the Town of Nantucket, Massachusetts

NANTUCKET ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along the following public way:

Sankaty Rd

**Customer to install handholes & 45' of 2-3"
of conduit encased in concrete off Pole 20**

Wherefore it prays that after due notice and hearing as provided by law, it may be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked:--

NANTUCKET ELECTRIC COMPANY

Plan No. **29342112** Dated: **1/24/2020**

NANTUCKET ELECTRIC COMPANY

By: *Eric Wechner*
Manager of Distribution Design 

ORDER FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

January 24, 2020

By the Board of Selectmen
of the Town of Nantucket, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **NANTUCKET ELECTRIC COMPANY** be and they are hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition of said Company dated the **24th day of January, 2020**

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked--

NANTUCKET ELECTRIC COMPANY

Plan No. **29342112** Dated: **1/24/2020**

The following are the public ways or parts of ways along which the underground electric conduits above referred to may be laid--

Sankaty Rd

**Customer to install handhole & 45' of
2-3" conduit encased in concrete off P20**

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of Nantucket, Massachusetts held on the _____ day of _____ 2020

Clerk of Selectmen

Received and entered in the records of location orders of the Town of Nantucket, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on _____, 20_____, at _____ o'clock, _____ M.,
at _____ a public hearing was held on the petition of

NANTUCKET ELECTRIC COMPANY

for permission to excavate the public highways and to run and maintain underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order. And that hereupon said order was duly adopted.

Selectmen of the Town of

Nantucket, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Nantucket, Massachusetts, on the _____ day of _____ 2020 and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City
Town of Nantucket WR # 29342112
(circle one)

Install _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Remove _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Relocate _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Beginning at a point approximately 230 feet South of the centerline
(distance) (compass heading)
of the intersection of BAY BERRY LN
(street name)

and continuing approximately 45 feet in a Westerly direction.
(distance) (compass heading)

Install underground facilities:

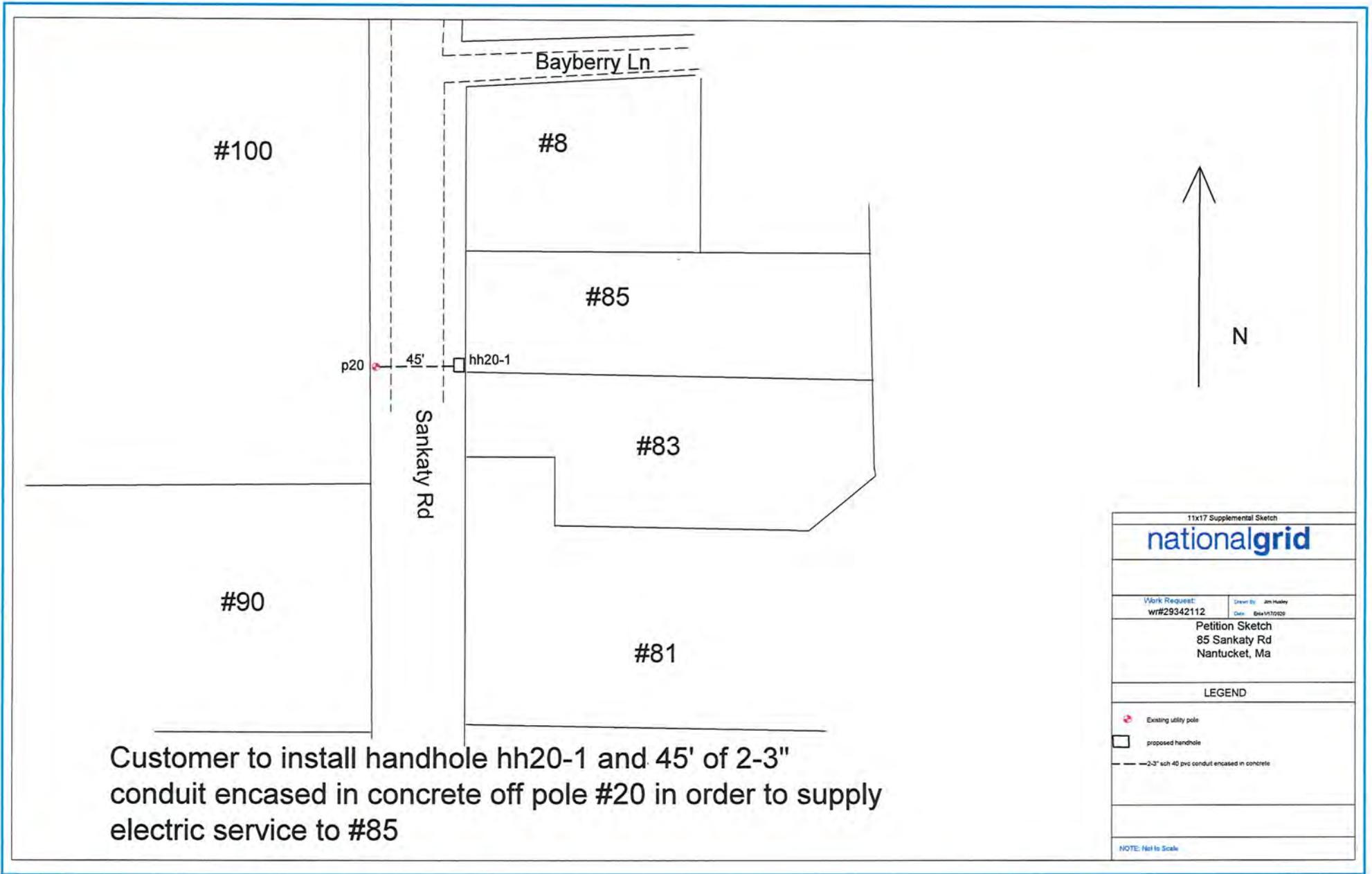
Street(s) SANKATY RD.

Description of Work:

Customer to install handhole of 45'
of 2-3" conduit encased in
concrete off P#20

ENGINEER Jim Huxley

DATE 1/24/2020



Customer to install handhole hh20-1 and 45' of 2-3" conduit encased in concrete off pole #20 in order to supply electric service to #85

11x17 Supplemental Sketch	
nationalgrid	
Work Request: wr#29342112	Drawn By: Jim Huddy Date: 05/11/2022
Petition Sketch 85 Sankaty Rd Nantucket, Ma	
LEGEND	
	Existing utility pole
	proposed handhole
	2-3" sch 40 pvc conduit encased in concrete
NOTE: Not to Scale	

**ABUTTERS LISTING
NANTUCKET, MA**

Map	Block	Lot	Unit	Owner-s Name	Co Owner-s Name	Address	City	ST Zip	Parcel Location
1 2 3 4 5 6	49	2		SANKATY HEAD GOLF CLUB INC		PO BOX 293	SIASCONSET	MA 02564	100 SANKATY RD
	49	90		SCONSET TRUST INC		P O BOX 821	SIASCONSET	MA 02564	81 SANKATY RD
	49	91		GPJ INC	C/O MEADE JULIE	4 BACON CT	BRONXVILLE	NY 10708	85 SANKATY RD
	49	91	1	BAILEY DOROTHY O & DAVID S		19 MEADOW LANE	GREENWICH	CT 06831	83 SANKATY RD
	49	92	1	RUDDICK J PERRY & SUSAN H TRST	A SEPARATE PEACE TR-J MEADE	4 BACON COURT	BRONXVILLE	NY 10708	8 BAYBERRY SIAS LN
	49	198		SANKATY HEAD GOLF CLUB INC		PO BOX 293	SIASCONSET	MA 02564	90 SANKATY RD

6.80
 X 6

 \$40.80



**Town Administration
Fiscal Year 2021
General Fund Budget
Recommendations**

May 13, 2020

Select Board Meeting

As of 5/8/2020

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II. Revised General Fund Budget Recommendations	4
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V. Budget Reductions	7
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VII. Revised Free Cash Recommendations	9
VIII. Revised Capital Recommendations	10-11
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X. Budget Revenue Scenarios	14
XI. Position Vacancy Report	15

Town Administration

FY21 Revenue Projection Update

	FY21 BUDGET ORIGINAL	FY21 BUDGET CATASTROPHIC
GF REVENUE SUMMARY		
I. TAXES- REAL ESTATE AND PERSONAL PROPERTY		
	(89,625,544)	(89,625,544)
Less: Abatements & Exemptions		
II. LOCAL REVENUE		
1. Motor Vehicle Excise Taxes	(2,900,000)	(2,275,000)
2. Other Excise Taxes	-	-
A) Boat Excise Taxes	-	-
B) Rooms Excise Taxes	(4,000,000)	(1,600,000)
C) Meals Excise Taxes	(1,001,800)	-
3. Penalties & Interest on Taxes and Excises	(475,000)	(475,000)
4. Payments in lieu of Taxes	(8,000)	(8,000)
5. Charges for Services	(29,000)	(29,000)
6. Fees	(894,300)	(693,300)
7. Rentals	(520,700)	(317,200)
8. Other Departmental Revenue	(199,958)	(275,548)
9. Licenses and Permits	(1,495,100)	(623,600)
10. Fines and Forfeits	(290,000)	(290,000)
11. Investment Income	(275,000)	(200,000)
12. Miscellaneous Recurring	-	-
13. Miscellaneous Non-Recurring	-	-
14. Indirect costs	-	-
15. Other	-	-
III. STATE LOCAL AID	(3,880,203)	(3,046,068)
TOTAL GENERAL FUND REVENUE	(105,594,605)	(99,458,260)
		6,136,345

Town Administration

FY21 Budget Update – Article 8

GENERAL FUND EXPENSE SUMMARY	Original Budget and Articles as presented in ATM Warrant	Town Admin Revised Recommendations
Salaries - Town	21,706,732	20,978,102
Salaries - School	26,485,636	25,985,636
Transfer to Community School	550,000	550,000
Salaries - Town & School	48,742,368	47,513,738
Operating Expenses - Town	7,659,688	7,072,688
Base Town Expenses	6,817,688	6,817,688
Operating EIRS - One time	842,000	255,000
Operating EIRS - Recurring	-	-
Operating Override - 2011 Mosquito Control	168,501	168,501
Operating Expenses - School	5,311,006	5,311,006
Transfer to Community School	-	-
Operating Expenses - Town & School	13,139,195	12,552,195
		-
Medical Insurance- Active Employees	10,281,902	9,914,415
Medical Insurance- Retired Employees	3,333,975	3,333,975
Medical Insurance	13,615,877	13,248,391
		-
Laborer's Union Pension	45,778	45,778
Life Insurance	6,500	6,500
Workers' Compensation & Life Insurance	267,181	267,181
Compensation Unemployment	175,000	175,000
General Insurance (other)	2,131,048	2,131,048
Total INSURANCES	2,625,507	2,625,507
Retirement	5,203,970	5,203,970
Debt Service - Principal & Interest	9,310,589	9,310,589
 TOTAL GENERAL FUND OPERATING EXPENSES	 92,637,507	 90,454,391 (2,183,116)

Town Administration

FY21 Budget Update – Other Articles

	Original Budget and Articles as presented in ATM Warrant	Town Admin Revised Recommendations
Unpaid Bills	33,052	33,052
County Assessment	170,201	170,201
Health and Human Services	650,000	650,000
Reserve Fund	500,000	500,000
Other Post-Employment Benefits Trust Fund (OPEB)	500,000	-
Town & School Minimum Capital Funding Requirement	1,033,750	1,033,750
 Other Articles - Includes Special Fund Transfers	 2,887,003	 2,387,003
 General Fund Transfers to Enterprise Funds		-
Transfer to Our Island Home	3,100,000	3,100,000
Transfer to Solid Waste Enterprise Fund (SWEF)	3,654,133	3,654,133
Add'l General Fund Subsidy to SWEF 2012-Forward	2,690,272	2,690,272
Add'l General Fund Subsidy to SWEF-Landfill Mining	-	-
TOTAL Transfers to Enterprise Funds	9,444,406	9,444,406
 Overlay and other deficits	 -	 -
Cherry Sheet Offsets and Charges	1,002,462	1,002,462
Other Statutory Expenditures	1,002,462	1,002,462

Town Administration

FY21 Budget Reconciliation

	FY21 BUDGET ORIGINAL	FY21 BUDGET CATASTROPHIC
GF REVENUE SUMMARY		
I. TAXES- REAL ESTATE AND PERSONAL PROPERTY	89,625,544	89,625,544
Less: Abatements & Exemptions	(500,000)	-
II. LOCAL REVENUE	12,088,858	6,786,648
III. STATE LOCAL AID	3,880,203	3,046,068
IV. FREE CASH	1,035,052	448,052
TOTAL GENERAL FUND REVENUE	106,129,657	99,906,312
GF EXPENDITURE SUMMARY		
GENERAL FUND OPERATING EXPENSES (article 8)	92,637,507	90,454,391
Other Articles - Includes Special Fund Transfers	2,887,003	2,387,003
TOTAL Transfers to Enterprise Funds	9,444,406	9,444,406
Other Statutory Expenditures (Cherry Sheet Charges)	1,002,462	1,002,462
TOTAL GENERAL FUND EXPENSES - As Revised	105,971,377	103,288,261
Available Levy Capacity	158,280	(3,381,949)

Town Administration

FY21 Budget Reductions

Current Vacant Positions	565,730.00
FY21 Positions - EIRS	162,900.00
Nantucket Public Schools	500,000.00
Health Insurance	367,487.00
One-time budget expenses EIR's (Free Cash)	587,000.00
OPEB	500,000.00
Total Reductions	2,683,117.00

Town Administration

FY21 Budget Update – EIR’s

Department	Description of Expense Request	One-Time or Ongoing	Approved EIRs	Revised Recommendations
Personnel Expense Increase Requests (EIRs)				
DPW	Construction Inspector	Ongoing	107,387	-
Police	Parking Enforcement Officer	Ongoing	83,000	-
Police	(3) Addntl CSO's for Expanded Parking Hours	Ongoing	40,000	-
Total Personnel Expense Increase Requests			\$ 230,387	\$ -
Operating Expense Increase Requests (EIRs)				
IT	Upgrade the Town Exchange Mail Server to most current version	One-Time	10,000	10,000
Fire	Equipment and Trailer for Mass Casualty Preparedness	One-Time	15,000	15,000
Town Admin	Governance Workshops	One-Time	50,000	50,000
IT	Phase III Energov	One-Time	80,000	80,000
Town Clerk	Elections Expenses- Voting Tabulators	One-Time	10,000	-
PLUS	Replacement Vehicle for PLUS Fleet	One-Time	27,000	-
Fire	Active Shooter Hostile Event Response (ASHER) Equipment	One-Time	30,000	-
HR	Compensation & Classification Study	One-Time	50,000	-
<i>Town Admin</i>	<i>Professional Administrative Support Services</i>	<i>One-Time</i>	<i>50,000</i>	<i>-</i>
Town Admin	Potential Data Collection Initiative	One-Time	60,000	-
<i>Town Admin</i>	<i>Rental Regulations Assistance</i>	<i>One-Time</i>	<i>60,000</i>	<i>-</i>
PLUS	Prof. Svcs Related to update of Historic Architectural surveys from HDC	One-Time	100,000	-
Town Admin	Sustainability Office	One-Time	100,000	-
Town Admin	Strategic Plan Initiatives	One-Time	100,000	50,000
PLUS	Professional Services Related to Update of 2009 Master Plan	One-Time	100,000	50,000
Total Operating Expense Increase Requests			\$ 842,000	\$ 255,000
Total Town Personnel & Operational Expense Increase Requests			\$ 1,072,387	\$ 255,000

(1) Includes Health Insurance Benefits

Town Administration

FY21 Budget Update – Free Cash

General Fund Certified Free Cash	Article No.	Fiscal Year	Appropriation	ATM 2020	Revised Recommendation
DOR Certified Free Cash as of 07/01/2019				\$ 10,334,761.00	\$ 10,334,761.00
Unpaid Bills - General Fund	2	FY2020		\$ 24,488.47	\$ 24,488.47
Unpaid Bills - Our Island Home	2	FY2020		\$ 8,563.57	\$ 8,563.57
Operating Budget - One-Time - Town	8	FY2021		\$ 842,000.00	\$ 255,000.00
Operating Budget - One-Time - School	8	FY2021		\$ 160,000.00	\$ 160,000.00
Town and School Capital	10	FY2021		\$ 5,953,800.00	\$ 637,800.00
Solid Waste Enterprise Fund	16	FY2021		\$ 24,250.00	\$ -
OIH Design of New Facility	17	FY2020		\$ 500,000.00	\$ -
Solid Waste Enterprise Fund Operations	17	FY2020		\$ 200,000.00	\$ 200,000.00
Our Island Home Enterprise Fund Operations	17	FY2020		\$ 200,000.00	\$ 200,000.00
Town Employee Accrued Liability Stabilization Fund	27	FY2021		\$ 500,000.00	\$ -
Harbor Place Improvement Plans	29	FY2021		\$ 150,000.00	\$ -
Capital Stabilization Fund	116	FY2021		\$ 500,000.00	\$ -
Stabilization Fund	116	FY2021		\$ 500,000.00	\$ -
Balance FY21 Budget				\$ -	\$ 3,381,949.00
Total Free Cash Allocated				\$ 9,563,102.04	\$ 4,867,801.04
Unallocated Free Cash				\$ 771,658.96	\$ 5,466,959.96

Town Administration

FY21 Budget Update – Capital

<i>DEPARTMENT</i>	<i>ITEM</i>	<i>AMOUNT</i>	<i>RECOMMENDATION</i>
DPW/Facilities	Costs associated with municipal facility roof, siding and window repairs and replacements	\$150,000	\$0
DPW/Facilities	Costs associated with ADA accessibility upgrades	\$50,000	\$0
DPW/Facilities	Costs associated with municipal facility utility system repairs and updates	\$150,000	\$0
DPW/Facilities	Costs associated with municipal facility bathroom repairs and updates	\$250,000	\$0
DPW/Facilities	Costs associated with municipal building general renovations	\$150,000	\$0
DPW/Facilities	Costs associated with municipal facility lighting repairs and updates	\$50,000	\$0
DPW/Facilities	Costs associated with municipal facility equipment replacement	\$100,000	\$0
DPW/Facilities	Costs associated with municipal facility site paving updates	\$250,000	\$0
DPW/ Transportation	Costs associated with island-wide road improvements and maintenance	\$1,000,000	\$0
DPW/ Transportation	Costs associated with the maintenance and repair of town-wide multi-use paths	\$250,000	\$0
DPW/ Transportation	Costs associated with cobblestone improvements and maintenance	\$250,000	\$0

Town Administration

FY21 Budget Update – Capital (cont.)

DPW/ Transportation	Costs associated with professional services, including engineering, design and permitting, and construction of the 'Sconset Footbridge	\$100,000	\$0
DPW/ Transportation	Costs associated with permanent traffic data collection stations	\$116,000	\$0
School	Costs associated with the campus wide improvement plan	\$750,000	\$0
School	Costs associated with the replacement and/or repair of technology infrastructure and related equipment	\$150,000	\$150,000
School	Costs associated with the replacement of the boiler	\$300,000	\$0
School	Costs associated with building improvements	\$300,000	\$0
IS GIS	Costs associated with the replacement and/or repair of network infrastructure and related equipment	\$100,000	\$100,000
IS GIS	Costs associated with the server virtualization and related equipment	\$75,000	\$75,000
IS GIS	Costs associated with replacement of town computers and printers	\$62,800	\$62,800
Police	Costs associated with Loran housing	\$500,000	\$0
Town Admin	Costs associated with island-wide underground wiring feasibility study	\$500,000	\$0
Town Admin	Costs associated with town-wide security measures	\$100,000	\$0
Town Admin	Costs associated with town-wide document management solution	\$250,000	\$250,000
TOTAL		\$5,953,800	\$637,800

FY21 Outstanding Items and Current Unknowns

- Continue Investment in IT Infrastructure
- NRTA Operations⁽¹⁾
- Steamship Authority potential deficit⁽²⁾
- Our Island Home
- FY21 additional funding for Enterprise Funds
 - Airport⁽³⁾
 - Solid Waste
- State Aid
- Covid-19 Response Expenditures⁽⁴⁾
- FY21 Fees, Licenses, and Leases
 - FY21 Concessions
 - Potential Changes to Fees Licenses (accounted for)
 - Impact on FY21 partially factored into revenue calculation
- Special Revenue Funds
 - Special Purpose Funds (Beach, Ferry Embarkation, Ambulance Reserve, Revolving Funds)

(1) Any potential deficit would most likely be captured on the cherry sheet in FY23

(2) The Town of Nantucket is responsible for 35% of any operational deficit of the Steamship Authority

(3) The Airport has received preliminary notification of an award from the CARES ACT, they are still working through the details on what the award entails, and trying to confirm the amount of the award.

(4) The town will be applying for any and all available funding through FEMA and MEMA. The town is responsible prior to the award for the payment of the expenditures and will need to ensure provisions to cover the spending are in place prior to June 30, 2020. Any FEMA or MEMA funding would be on a reimbursable basis.

FY21 Outstanding Items and Current Unknowns (cont.)

- Not Business as Usual – Potential Program issues and changes for FY21
 - Children’s Beach Activities
 - July 4th Fireworks
 - Seasonal staffing and housing (Lifeguards, CSO’s and additional seasonal staff)

Town Administration

FY21 Revenue Projection Update

	FY21 BUDGET ORIGINAL	FY21 BUDGET 30% REDUCTION	FY21 BUDGET 40% REDUCTION	FY21 BUDGET 60% REDUCTION	FY21 BUDGET CATASTROPHIC
GF REVENUE SUMMARY					
I. TAXES- REAL ESTATE AND PERSONAL PROPERTY	(89,625,544)	(89,625,544)	(89,625,544)	(89,625,544)	(89,625,544)
Less: Abatements & Exemptions					
II. LOCAL REVENUE					
1. Motor Vehicle Excise Taxes	(2,900,000)	(2,475,000)	(2,275,000)	(2,275,000)	(2,275,000)
2. Other Excise Taxes	-	-	-	-	-
A) Boat Excise Taxes	-	-	-	-	-
B) Rooms Excise Taxes	(4,000,000)	(2,800,000)	(2,400,000)	(1,600,000)	(1,600,000)
C) Meals Excise Taxes	(1,001,800)	(701,260)	(601,080)	(400,720)	-
3. Penalties & Interest on Taxes and Excises	(475,000)	(475,000)	(475,000)	(475,000)	(475,000)
4. Payments in lieu of Taxes	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
5. Charges for Services	(29,000)	(29,000)	(29,000)	(29,000)	(29,000)
6. Fees	(894,300)	(793,800)	(760,300)	(693,300)	(693,300)
7. Rentals	(520,700)	(414,248)	(317,200)	(317,200)	(317,200)
8. Other Departmental Revenue	(199,958)	(200,048)	(275,048)	(275,048)	(275,548)
9. Licenses and Permits	(1,495,100)	(1,160,600)	(1,049,100)	(826,100)	(623,600)
10. Fines and Forfeits	(290,000)	(290,000)	(290,000)	(290,000)	(290,000)
11. Investment Income	(275,000)	(200,000)	(200,000)	(200,000)	(200,000)
12. Miscellaneous Recurring	-	-	-	-	-
13. Miscellaneous Non-Recurring	-	-	-	-	-
14. Indirect costs	-	-	-	-	-
15. Other	-	-	-	-	-
III. STATE LOCAL AID	(3,880,203)	(3,880,203)	(3,880,203)	(3,880,203)	(3,046,068)
TOTAL GENERAL FUND REVENUE	(105,594,605)	(103,052,703)	(102,185,475)	(100,895,115)	(99,458,260)
		2,541,903	3,409,130	4,699,490	6,136,345

Town Administration Position Vacancy Report

Department	Position	Date Vacated	Replacement or New Position	Status	NOTES
DPW	Working Foreman	4/13/2020	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
DPW	Laborer	5/4/2020	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
DPW	Central Fleet Manager	3/20/2020	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
DPW	Mechanic	9/6/2019	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
Finance	Assistant Treasurer	3/16/2020	Replacement	Filled	ESSENTIAL ACTIVELY RECRUITING
Finance	Assessor	9/3/2020	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
Fire	Captain/EMT	4/6/2020	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
PLUS	Transportation Planner	2/21/2020	Replacement	Vacant	ESSENTIAL ACTIVELY RECRUITING
Culture & Tourism	Seasonal Information Aides	5/1/2020	Seasonal Position(s)	Vacant	Non-Essential Recruitment on Hold
DPW	Facilities Contract Manager	2/10/2020	New Position	Vacant	Non-Essential Recruitment on Hold
DPW	Laborer	1/9/2020	Replacement	Vacant	Non-Essential Recruitment on Hold
DPW	Seasonal Engineering Aide	2/11/2020	Seasonal Position	Vacant	Non-Essential Recruitment on Hold
DPW	Engineering Aide	5/21/2020	Replacement	Vacant	Non-Essential Recruitment on Hold
Finance	Administrative Assistant (Treasury)	2/3/2020	Replacement	Vacant	Non-Essential Recruitment on Hold
Finance	Accounting Clerk	12/16/2019	Replacement	Vacant	Non-Essential Recruitment on Hold
IT	IT Generalist	2/1/2020	Replacement	Vacant	Non-Essential Recruitment on Hold
PLUS	Senior Planner	7/1/2019	new position	Vacant	Non-Essential Recruitment on Hold
PLUS	Administrative Specialist	3/13/2020	Replacement	Vacant	Non-Essential Recruitment on Hold
Police	Parking Coordinator	2/1/2020	new position	Vacant	Non-Essential Recruitment on Hold
Police	Per Diem Dispatcher	3/16/2020	Replacement	Vacant	Recruitment on hold 5/5/2020
DPW	Seasonal Laborers	5/1/2020	Seasonal Position(s)	Vacant	Start Dates on hold
Natural Resources	Seasonal Technician Positions (3)	1/16/2020	(3) new positions	Vacant	Start Dates on hold



Agenda Item Summary

Agenda Item #	X. 2.
Date	May 13, 2020

Staff

Assistant Town Managers, Licensing Agent, Finance Director, Public Health Director

Subject

Nantucket Town Concessions

Executive Summary

Due to the widespread impacts of the Coronavirus and the continued unknowns that exist regarding restrictions to restaurant operations and the food service establishments in general, Town Administration is providing recommendations pertaining to the opening of Town concessions in 2020 with the intent of removing as many barriers as possible to allow each concession to open for the much-needed enjoyment of the island residents and visitors this summer. Town Administration recognizes the importance these island institutions are to the healing and well-being of the island community after these trying months. These recommendations are for Sandbar at Jetties Beach, The Hungry Minnow at Children's Beach, and The Surf at Surfside Beach. This summer is the fourth summer of operations for Sandbar and The Hungry Minnow and the first summer of operation for The Surf.

Staff Recommendation

Town Administration is recommending the following actions regarding the Town's three beach concessions with the intent of making the path to successful, swift and safe operations as easy as possible recognizing the financial impact the Coronavirus and associated state and local restrictions has on their operations as well as the Town's obligation to assist as landlords for benefit of the entire community. Estimated fiscal impact is \$216,095 in reduced revenue. See attached Town Administration 2020 Concession Recommendations for details.

Opening Dates: Open as late as they need without penalty; or not open at all also without penalty.

Rent: Waive all rent for 2020 (\$196,095 impact)

Revenue Share: Do not waive revenue share obligations in 2020. (Unknown: \$85,030 in FY20 (2019))

Bathrooms: Waive responsibility for opening/closing or cleaning if concession does not open in 2020.

Event Fees (Sandbar at Jetties): Waive fees in 2020. (\$5,000)



COVID-19 Operations: Town assist concessions where possible to meet or exceed safety requirements; assist with approved social distancing enhancements such as curbside and expanded outside dining where possible.

Background/Discussion

The Finance Director assumes no FY21 revenue from the concessions in 2020 due to the continued unknowns that make it difficult for concessions to plan without potential for great financial loss. It is Town Administration's intention to allow concessions to plan staffing and ordering without the encumbrance of rent in this uncertain environment with the hopes that each will eventually be able to open for the enjoyment of the public who desperately need it. Not waiving the revenue share allows the Town to potentially recoup a small amount of funds should each concession have a successful summer after they are allowed to open. The Town contacted the Inspector General's Office to explore the possibility to "carry over" one year of each contract however the ruling by the IGO is that this cannot be done and there does not appear to be legislative efforts to make it happen at this point in time. Town Administration's recommendations are for FY21 (summer 2020) only.

Impact: Environmental **Fiscal** **Community** **Other**

Projected Fiscal Impact: \$216,095 (see attached sheet for detail)

Projected Community Impact: The impact of having these concessions open for the community this summer after the devastation of the Coronavirus is immeasurable therefore Town Administration recommends the path of least resistance to facilitate their opening.

Board/Commission Recommendation

N/A

Public Outreach

N/A

Attachments

Town Administration 2020 Concession Recommendations



Town Administration 2020 Concessions Recommendations

LEASE TERM	TOWN CONCESSIONS TOWN ADMINISTRATION RECOMMENDATION	FINANCIAL IMPACTS
Security Deposits	<ul style="list-style-type: none"> • No waiver or change. • Deposits only relate to end of contract. • All concessions paid deposits w/in 60 days execution of contract. 	<ul style="list-style-type: none"> • n/a
Concession Opening Date	<ul style="list-style-type: none"> • Town Administration recommends each concession either open late in 2020 if allowed by state or local authority or not open at all without penalty. • Concessions currently subject to State on-site consumption and stay at home orders. 	<ul style="list-style-type: none"> • n/a
Bathrooms	<ul style="list-style-type: none"> • Town Administration recs waiving concessionaires' responsibilities to open, clean and close bathrooms if they do not open. • Town cleaning contract currently provides for cleaning at Jetties Bathhouse, Children's Bathroom Trailer and Surfside Restrooms. 	<ul style="list-style-type: none"> • \$15,000 • This is an estimate for additional costs of expanded cleaning contract • Considers expanded cleaning required by CDC and state guidelines • Assumes bathrooms opened June 1-Columbus Day
Rent Payments	<ul style="list-style-type: none"> • Town Administration recommends waiving all 2020 rent payments for concessions. • FY21 Budget assumes \$0.00 concession rent payments. 	<ul style="list-style-type: none"> • \$196,095 • Contracted payments: <ul style="list-style-type: none"> • \$138,915 - Sandbar • \$19,680 - Minnow • \$37,500 – The Surf
Revenue Share	<ul style="list-style-type: none"> • Town Administration recommends not waiving revenue share provisions. • Revenue share depends upon the success of each concession. • Opening delays, weather, occupancy and potential state and local health restrictions affect revenue. • FY21 Budget assumes \$0.00 concession revenue share payments. 	<ul style="list-style-type: none"> • n/a • Town assumes \$0.00 in revenue share at this time
Events	<ul style="list-style-type: none"> • Town Administration recommends waiving revenue from event permit fees at Sandbar. • Sandbar/Jetties is the only concession location permitted to have events. • It is assumed that no events will be allowed per state or local restriction in 2020. • FY21 Budget assumes \$0.00 concession event fee payments. 	<ul style="list-style-type: none"> • \$5,000 • Sandbar pays \$1,000 per private event • Sandbar limited to no more than 5 events per summer

Town Administration 2020 Concessions Recommendations

COVID-19 Operations	<ul style="list-style-type: none"> Town Administration recommends assisting as much as reasonably possible with each Town concession facility to meet or exceed whatever state, local or CDC guidelines or safe operations are issued (eg. enhanced kitchen and serving sanitation, signage, PPE gear within reason, etc). Town Administration recommends support of contract enhancements where possible to support operations allowable under state and local regulations such as curbside pick-up, outside dining, etc. 	<ul style="list-style-type: none"> Unknown costs Unknown state requirements Town departments availability and resources to assist Timing
TOTAL IMPACT	TOTAL FY21 REVENUE IMPACT OF RECOMMENDATIONS	<ul style="list-style-type: none"> \$216,095 in FY21

TOWN CONCESSIONS CONTRACT TERMS

CONTRACT TERM	DESCRIPTION	COMMENT
Lease Terms	<ul style="list-style-type: none"> Children's: 3/2017 – 12/2021 Jetties: 1/2017 – 12/2021 Surfside: 1/2020 – 12/2024 	<ul style="list-style-type: none"> All concession contracts are 5-years Surfside vendor was released of his contract in 2019 at his request. New vendor (The Surf) contract 2021-2024
Security Deposit	Sandbar: \$12,000 The Hungry Minnow: \$2,000 The Surf: \$2,000	<ul style="list-style-type: none"> Bid deposits are rolled into the security deposit upon award
Opening Date Concession Note: dates in 2020 may be dependent upon DPW timeline and ability to open/de-winterize related facilities	<ul style="list-style-type: none"> All required to be open by Friday of Memorial Day through Labor Day. All allowed and encouraged to have hours through Columbus Day, but not required. Children's allows for reduced hours Mid-April – Memorial Day Jetties/Sandbar allows for optional early opening (2nd weekend May) 	<ul style="list-style-type: none"> Revenue Share impacts on Late or No opening Jetties, Sandbar: 6.0% above \$1,000,000 gross Last year was \$21,647.91. Children's Hungry Minnow: 3.0% above \$100,000 gross Surfside, The Surf: 4.0% above \$100,000 gross

Town Administration 2020 Concessions Recommendations

<p>Bathrooms</p> <p>Note: may be dependent upon DPW timeline and ability to open/de-winterize related facilities</p>	<ul style="list-style-type: none"> Public Restrooms required to be open by dates outlined in contract. Concessions only responsible for comfort facilities attached to their leased areas. Jetties Bathhouse cleaned by Town's cleaning contract. Children's bathroom trailer cleaned by Town's cleaning contract. 	<ul style="list-style-type: none"> Removing restroom oversight from contracts was done to stimulate bid responses and ensure that restrooms are cleaned thoroughly. 																																								
<p>Rent Payments</p>	<ul style="list-style-type: none"> Rent payments are specified in each contract annually. Rent is paid in two installments by each concession. Rent schedule: <ul style="list-style-type: none"> Sandbar: July 1 and August 1 Minnow: August 1 and Sep. 1 The Surf: August 1 and Sep. 1 Rent schedule: <p>Sandbar:</p> <table style="margin-left: 40px;"> <tr><td>July 1, 2017:</td><td>\$60,000.00</td></tr> <tr><td>August 1, 2017:</td><td>\$60,000.00</td></tr> <tr><td>July 1, 2018:</td><td>\$63,000.00</td></tr> <tr><td>August 1, 2018:</td><td>\$63,000.00</td></tr> <tr><td>July 1, 2019:</td><td>\$66,150.00</td></tr> <tr><td>August 1, 2019:</td><td>\$66,150.00</td></tr> <tr><td>July 1 2020:</td><td>\$69,457.50</td></tr> <tr><td>August 1, 2020:</td><td>\$69,457.50</td></tr> <tr><td>July 1, 2021:</td><td>\$72,930.00</td></tr> <tr><td>August 1, 2021:</td><td>\$72,930.00</td></tr> </table> <p>The Hungry Minnow:</p> <table style="margin-left: 40px;"> <tr><td>August 1, 2017:</td><td>\$8,500.00</td></tr> <tr><td>Sep 1, 2017:</td><td>\$8,500.00</td></tr> <tr><td>August 1, 2018:</td><td>\$8,929.50</td></tr> <tr><td>Sep 1, 2018:</td><td>\$8,929.50</td></tr> <tr><td>August 1, 2019:</td><td>\$9,371.50</td></tr> <tr><td>Sep 1, 2019:</td><td>\$9,371.50</td></tr> <tr><td>August 1, 2020:</td><td>\$9,840.00</td></tr> <tr><td>Sep 1, 2020:</td><td>\$9,840.00</td></tr> <tr><td>August 1, 2021:</td><td>\$10,332.00</td></tr> <tr><td>Sep 1, 2021:</td><td>\$10,332.00</td></tr> </table> <p>The Surf:</p>	July 1, 2017:	\$60,000.00	August 1, 2017:	\$60,000.00	July 1, 2018:	\$63,000.00	August 1, 2018:	\$63,000.00	July 1, 2019:	\$66,150.00	August 1, 2019:	\$66,150.00	July 1 2020:	\$69,457.50	August 1, 2020:	\$69,457.50	July 1, 2021:	\$72,930.00	August 1, 2021:	\$72,930.00	August 1, 2017:	\$8,500.00	Sep 1, 2017:	\$8,500.00	August 1, 2018:	\$8,929.50	Sep 1, 2018:	\$8,929.50	August 1, 2019:	\$9,371.50	Sep 1, 2019:	\$9,371.50	August 1, 2020:	\$9,840.00	Sep 1, 2020:	\$9,840.00	August 1, 2021:	\$10,332.00	Sep 1, 2021:	\$10,332.00	<p>2019 Actuals: Sandbar: \$132,300 Minnow: \$18,743 Surfside*: \$35,500.00 TOTAL: \$186,543</p> <p>2020 Contracted: Jetties: \$138,915 Children's: \$19,680 The Surf*: \$37,500 TOTAL: \$196,095</p> <p>*Surfside concession changed vendors in 2020 from Jetties at Surfside to The Surf.</p>
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	<p>August 1, 2020: \$18,750.00 Sep 1, 2020: \$18,750.00 August 1, 2021: \$19,750.00 Sep 1, 2021: \$19,750.00 August 1, 2022: \$20,750.00 Sep 1, 2022: \$20,750.00 August 1, 2023: \$22,250.00 Sep 1, 2023: \$22,250.00 August 1, 2024: \$23,500.00 Sep 1, 2024: \$23,500.00</p>	
Revenue Share	<ul style="list-style-type: none"> Revenue share in each contract: Sandbar: <ul style="list-style-type: none"> 2017 - 5.0% over \$1,000,000 gross sales 2018 – 5.0% 2019 – 6.0% 2020 – 6.0% 2012 – 6.0% The Hungry Minnow: <ul style="list-style-type: none"> 2017 - 3.0% over \$100,000 gross sales 2018 – 3.0% 2019 – 3.0% 2020 – 3.0% 2012 – 3.0% The Surf: <ul style="list-style-type: none"> 2020 - 4.0% over \$1,000,000 gross 2021 – 4.0% 2022 – 4.0% 2023 – 4.0% 2024 – 4.0% 	<p>2019 Revenue Share actuals:</p> <p>Sandbar Food#: \$21,647.91 (Gen. Fund) \$44,914.41 (HHS Gift) \$66,562.32 TOTAL</p> <p>Minnow: \$0.00</p> <p>Surfside*: \$18,467.32</p> <p>TOTAL FY19: \$85,029.64</p> <p># Sandbar Revenue Share is broken into food/retail and liquor. The food/retail portion is posted to the General Fund; the liquor portion is gifted to a Nantucket health and human services organization at the Sandbar’s choosing.</p> <p>*Surfside concession changed vendors in 2020</p>
Other Terms	<ul style="list-style-type: none"> Boardwalk instillation by DPW required by April 15th at Jetties. Recommend extend this deadline outlined in the contract. 	